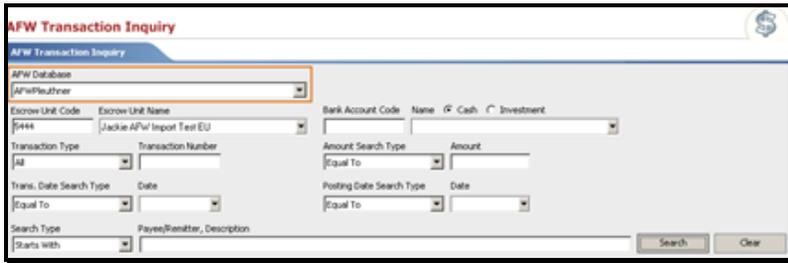# AFW Transaction Inquiry

Overview

The **AFW Transaction Inquiry** feature gives you the ability to search for escrow accounting transactions that occurred in your AIM for Windows® (AFW) database within AIM+. To perform the AFW Transaction Inquiry, follow the steps below.

Steps

1. From the AIM+ menu bar, *select* **Module** and then **AFW Transaction Inquiry** or *press* **Ctrl + W**.
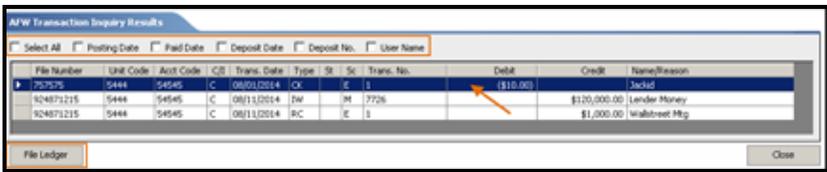

2. From the **AFW Transaction Inquiry** screen, *confirm* the correct **AFW Database** is selected, enter specific search criteria in the provided fields, and then click **Search**.

AFW Transaction Inquiry Results

The search results will display under the **AFW Transaction Inquiry Results** tab. If desired, use the check boxes to view specific items such as Posting Date, Paid Date, Deposit Date, Deposit Number, and/or User Name.

You can view and print the AFW File Ledger for a file displayed in the results by selecting the file and then clicking the **File Ledger** button; or by double-clicking the file.