Contracts
SRM Guide to Hard Stop and Common Errors

Error or Issue	Resolution
⚠️ Contract expired: document date xx/xx/xxxx outside contract validity xx/xx/xxxx-xx/xx/xxxx	**Problem:** User is trying to edit a Purchase Order (PO). This contract was created without a solicitation. Look in the contract's "Tracking" tab, or the "Header" tab, you will not find a "54" series RFx number. The PO was created with a Document Date **before** the contract's start date, thus the hard stop, <u>Contract expired; document date xx/xx/xxxx outside contract validity</u>, was generated. **Solutions:** If no additional <u>Goods Receipts</u> and no additional <u>Invoice Receipts</u> are required to be processed, then activate No Further Invoice and No Further Confirmation on the PO. Then create a new PO or Edit the contract and change the "Valid From/To" dates to include the Document Date of the PO, so the PO could be processed. **Tip:** Remember after the contract is changed then it must be "Released" again.