The Requisition cannot be found using Manage Requisitions:

- When searching for a requisition, the default search in ePro is seven days
- To search for requisitions older than 7 days, you will need to clear the Date From field
  - The default Origin is set to Special Request. If the requisition is a Marketplace requisition, the Origin field will need to be changed to Marketplace or blank, as shown below
- After clearing the Date From field, you should be able to see all of your requisitions that have not been closed out