Ac. Affairs tracking #:

DOC #

AC-22 JOURNAL TRANSFER (expenses)

TO:
(increase expenditure)

FISCAL YR	DEPT	SUB	OBJECT	AMOUNT

TOTAL _____

FROM:
(decrease expenditure)

TOTAL _____

Reason for transfer:

Object

0000-1999	=	*Regular Service*
2000-2999	=	*Temporary Service*
3000-8999	=	*OTPS*
9200-9600	=	*Recharges (OTPS)*

Requested by: _____
       (Chair/Director)   (Date)

Approved by: _____
       (Dean/Director Office)   (Date)

Approved by: _____
       (Provost's Office)   (Date)

Processed by: _____
       (Finance Office)   (Date)