

Ac. Affairs tracking #:

RA #

## ACAD-AFFAIRS REVENUE TRANSFER (IFR only)

**TO:**  
(increase balance)

FISCAL YR	DEPT	SUB	OBJECT	AMOUNT

TOTAL \_\_\_\_\_

**FROM:**  
(decrease balance)


TOTAL \_\_\_\_\_

**Reason for transfer:**


**Object**  
3000-8999 = OTPS  
9200-9600 = Recharges (OTPS)  
Note: Temporary service may not be charged to IFR accounts without Provost's Approval

Requested by: \_\_\_\_\_ (Chair/Director/Dean) (Date)

Approved by: \_\_\_\_\_ (Dean/Director/Office) (Date)

Approved by: \_\_\_\_\_ (Provost's Office) (Date)

Processed by: \_\_\_\_\_ (Finance Office) (Date)