

**TRANSFER OF FUNDS**  
**Forward to Financial Accounting Services, Box 4080**

Date: \_\_\_\_\_

Box Number: \_\_\_\_\_

To: \_\_\_\_\_

Phone Number: \_\_\_\_\_

From: \_\_\_\_\_

	<u>DEPT/UNIT</u> FUND	<u>RSRC/SREV</u> BACC	DEPT/UNIT Name	Amount
<b>I. DEBIT</b>	<i>The DEPT/UNIT to be CHARGED:</i>			
Line 1	_____	_____	_____	_____
Line 2	_____	_____	_____	_____
Line 3	_____	_____	_____	_____
Line 4	_____	_____	_____	_____
Line 5	_____	_____	_____	_____
Line 6	_____	_____	_____	_____
Line 7	_____	_____	_____	_____
Line 8	_____	_____	_____	_____
Line 9	_____	_____	_____	_____
Line 10	_____	_____	_____	_____

UNIT Manager Signature \_\_\_\_\_

Total \_\_\_\_\_

**II. CREDIT**     *The DEPT/UNIT to RECEIVE funds:*

Line 1	_____	_____	_____	_____
Line 2	_____	_____	_____	_____
Line 3	_____	_____	_____	_____
Line 4	_____	_____	_____	_____
Line 5	_____	_____	_____	_____
Line 6	_____	_____	_____	_____
Line 7	_____	_____	_____	_____
Line 8	_____	_____	_____	_____
Line 9	_____	_____	_____	_____
Line 10	_____	_____	_____	_____

UNIT Manager Signature \_\_\_\_\_

Total \_\_\_\_\_

PURPOSE: \_\_\_\_\_  
 \_\_\_\_\_