

UNIVERSITY OF SOUTH ALABAMA REVENUE/FUNDS TRANSFER REQUEST

[This form is to be used to transfer Revenues or Funds (or net assets) from one FOAPAL account (fund, organization, account) to another FOAPAL account]
(e.g. Selfsupporting, Edowment, etc.)

DATE: _____

TO: BUSINESS OFFICE

FROM: _____
(ORGANIZATION NAME)

PREPARED BY: _____

DOC#:
(For Business Office Use)

TRANSFER FUNDS FROM ACCOUNT: (DR)				(F O A P required)				
SEQ	FUND	ORGN	ACCT	PROG	ACTV	LOCN	DESCRIPTION (MAX 35 CHARACTERS)	AMOUNT
1	_____	_____	_____	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____	_____	_____	_____
5	_____	_____	_____	_____	_____	_____	_____	_____
6	_____	_____	_____	_____	_____	_____	_____	_____
7	_____	_____	_____	_____	_____	_____	_____	_____
							TOTAL TRANSFER FROM:	\$ -

TRANSFER FUNDS TO ACCOUNT: (CR)				(F O A P required)				
SEQ	FUND	ORGN	ACCT	PROG	ACTV	LOCN	DESCRIPTION (MAX 35 CHARACTERS)	AMOUNT
1	_____	_____	_____	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____	_____	_____	_____
5	_____	_____	_____	_____	_____	_____	_____	_____
6	_____	_____	_____	_____	_____	_____	_____	_____
7	_____	_____	_____	_____	_____	_____	_____	_____
							TOTAL TRANSFER TO:	\$ -

PURPOSE: _____

SIGNED	DATE	DEAN	DATE
DEPARTMENT HEAD, DIRECTOR, OTHER	DATE	CONTROLLER	DATE

BUSINESS OFFICE	CODED BY: _____	REVIEWED BY: _____	RULE CODE: _____
USE ONLY:	APPROVED BY: _____	ENTERED BY: _____	DOCUMENT #: _____
			DOCUMENT TOTAL: \$ -