

Budget Transfer

This is not a Funding Transfer Form for the Budget Office.

Complete a Budget transfer for the following reasons:

- 1) Moving money from Salary Account to Salary Account
- 2) Moving money from Operating to Salary Account, or vice versa

Type of Transfer: Permanent Temporary

FROM

Fund	Orgn	Account	Position Title	Position Number	Amount
Total					

TO

Fund	Orgn	Account	Position Title	Position Number	Amount
Total					

Comments

APPROVALS

Budget Administrator _____ Date _____

Dean/Director _____ Date _____

President/Vice President _____ Date _____

HRIS _____ Date _____