

_____ SCHOOL

For LNSU Business Office Use Only:

Control Number: _____

Date Posted: _____

BUDGET ADJUSTMENT REQUEST

Use this form to transfer amounts from one budget code to another. It must be within the same fund.

Department _____

Fiscal Year _____

Date _____

(Take Money - Credit)

FROM:

Name of Account _____

_____	_____	_____	_____	_____	_____	_____	_____	_____	\$ _____,_____._____
Fund	Loc.	Function	Object	Project	Program	Subject	Acct Type		

Name of Account _____

_____	_____	_____	_____	_____	_____	_____	_____	_____	\$ _____,_____._____
Fund	Loc.	Function	Object	Project	Program	Subject	Acct Type		

Name of Account _____

_____	_____	_____	_____	_____	_____	_____	_____	_____	\$ _____,_____._____
Fund	Loc.	Function	Object	Project	Program	Subject	Acct Type		

(Add Money - Debit)

TO:

Name of Account _____

_____	_____	_____	_____	_____	_____	_____	_____	_____	\$ _____,_____._____
Fund	Loc.	Function	Object	Project	Program	Subject	Acct Type		

Name of Account _____

_____	_____	_____	_____	_____	_____	_____	_____	_____	\$ _____,_____._____
Fund	Loc.	Function	Object	Project	Program	Subject	Acct Type		

Name of Account _____

_____	_____	_____	_____	_____	_____	_____	_____	_____	\$ _____,_____._____
Fund	Loc.	Function	Object	Project	Program	Subject	Acct Type		

REASON: _____

Requested by _____
Authorized by _____

Date _____
Date _____

