

**UNIVERSITY OF ALASKA
JOURNAL VOUCHER**

FY: _____ Journal Type: **JV01** Doc #: _____ Doc Total: **901.98**

Line No.	Coordinated/ Authorized By	Fund	Org	Account	Program Code	Activity Code	Amount	D/C	Description 34-character maximum
1		104110	11111	3331			50.00	C	J0555555 July16 Copier Lease
2		104110	11122	3331			50.00	D	J0555555 July16 Copier Lease
3									
4		104110	11111	4010			50.99	C	PNP000133 Lewis&Lewis
5		104110	11122	4014			50.99	D	PNP000133 Lewis&Lewis
6									
7		104110	11222	3444			100.00	C	J0556677 FedEx 5-789-12345
8		104110	12222	3448			100.00	D	J0556677 FedEx 5-789-12345
9									
10		104110	12222	1949			250.00	C	F0222222 CAS PHD GSHI
11		104110	13333	1949			250.00	D	F0222222 CAS PHD GSHI
12									

example

Explanation:

Transfer expense posted to an incorrect org or account code

All JVs require backup - Banner print screen in landscape showing where the original cost was posted.

If original costs are internal to the university and not posted in Banner, include a source document (internal invoice, contract, email, etc.)

For Originating Department Only	Doc Ref #: _____	For Budget & Grants Office Use Only
Prepared by: _____	Date: <u>7/27/2016</u>	Approved by: _____ Date: _____
Approved by: _____	Date: _____	
Department Name: _____	Phone: _____	