

IV#: \_\_\_\_\_



JOURNAL # \_\_\_\_\_

(If Applicable)

### INTERNAL FUNDS TRANSFER REQUEST (IV)

**BUYER:** \_\_\_\_\_

**AMOUNT:** \_\_\_\_\_

(Making payment)

SCHOOL NAME

**DESCRIPTION:** ( Include date of event) \_\_\_\_\_

BUD REF	FUND	OPER UNIT	APPR	ACCOUNT	PROGRAM	CATEGORY	SCH CODE	PROJ	ACTIVITY

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BUD REF	FUND	OPER UNIT	APPR	ACCOUNT	PROGRAM	CATEGORY	SCH CODE	PROJ	ACTIVITY

(Use additional lines for split coding)

\_\_\_\_\_  
SENIOR SECRETARY SIGNATURE

**DATE:** \_\_\_\_\_

**SELLER:** \_\_\_\_\_

**AMOUNT:** \_\_\_\_\_

(Receiving payment)

SCHOOL NAME

**DESCRIPTION:**(include date of event) \_\_\_\_\_

BUD REF	FUND	OPER UNIT	APPR	ACCOUNT	PROGRAM	CATEGORY	SCH CODE	PROJ	ACTIVITY

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(Use additional lines for split coding)

\_\_\_\_\_  
SENIOR SECRETARY SIGNATURE

**DATE:** \_\_\_\_\_