



TEMPLE
UNIVERSITY

REQUEST FOR JOURNAL ENTRY TRANSFER

TO: **Controllers Office**
General Accounting
038-17

SHADED AREAS FOR GENERAL ACCOUNTING USE ONLY

CORP			JOURNAL ENTRY	EFFECTIVE DATE	JOURNAL SOURCE	Expenses	Increase by Debit	Decrease by Credit
800	\$	C				Income	Decrease by Debit	Increase by Credit

Justification:

Approval: _____ Date: _____

Prepared by: _____ Phone: _____

Department: _____

Approval: _____

Date: _____

ACCT	CENTER	DEBIT AMOUNT	CREDIT AMOUNT	SUB ID	SUBLEDGER ACCT	TRANSACTION DESCRIPTION	T
TOTALS							

Additional Explanation (If required)

Audited by: _____

Authorized by: _____