

Organization Code Maintenance Form

Please indicate request type: Add _____ Change _____ Delete _____

Chart of Accounts: **B** (Do not Change) Status: **A** (Do Not Change)

Organization Code: _____ (Up to 6 characters in length) Low Level detail - 5 in length & all numeric

Title: _____ (Up to 35 characters in length)

Dates: Effective: _____ (mm/dd/yy)

Term: _____ (mm/dd/yy)

Financial Manager: _____ (SSN or ID 9 characters)

Data Entry: _____ **Y(es)** - **N(o)**
(Yes means lowest level accepting detail transactions.)
(No means this is a Rollup Account.)

Predecessor Orgn: _____ (Up to 6 characters - alpha/numeric)

Defaults: Fund: _____ (6 characters in length)

Program: _____ (6 characters in length)

Must currently be active
All data entry = Y
Must have default Fund & Program

Budget Control Orgn: _____

Prepared by: _____ Approved by: _____ Date: _____