

**Employee Account String Change Form  
(for all employees except those on PARF forms)**

**Employee Name:**

**ID:**

**Position #**

**Effective Date:**

**Redistribution Required?**

**From Account String/s:**

**%**

Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Total s/b 100%		

**To Account String/s:**

**%**

Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Account String		
Total s/b 100%		

**Budget Manager Approval:**

\_\_\_\_\_

Printed name

Signature

Date

**Fiscal Services Use Only**

Entered in NBAPBUD:

\_\_\_\_\_

Date

Initials

Redistribution:

\_\_\_\_\_

Date

Initials

PHAREDS #

**Human Resources Use Only**

Entered in NBAJOBS by:

\_\_\_\_\_

Date

Initials