

PARF Account String Change Request Form

Requestors Name: _____ Date: _____

Requesting Department: _____

Employee Name: _____
(Last) (First)

Banner ID #: _____ Position #: _____

Old Account String:

<u>FN</u>	<u>ORG</u>	<u>ACCT</u>	<u>PROG</u>	<u>ACT</u>	<u>%</u>

Requested Effective Date: _____

Does this require a labor redistribution? Yes No

New Account String:

<u>FN</u>	<u>ORG</u>	<u>ACCT</u>	<u>PROG</u>	<u>ACT</u>	<u>%</u>

Manager/Director Approval: _____
(Print Name)

Manager/Director Approval: _____
(Signature)

For Internal Use Only:

Account String Correction by Budget Accountant (if applicable)

<u>FN</u>	<u>ORG</u>	<u>ACCT</u>	<u>PROG</u>	<u>ACT</u>	<u>%</u>

Entered by: _____ Date: _____