

### Interdepartmental Transfer Correction

Research       Extension       TVMDL

**To: Account Receivables via Laserfiche WIP – Account Receivables**

**From:** \_\_\_\_\_  
 \_\_\_\_\_  
 (Dept Code)

**Date:** \_\_\_\_\_

Please correct the following interdepartmental transfer as indicated:

Adjust original IDT       Cancel IDT (*justification required*)

Original Entry (*currently shows in FAMIS*)

IDT #	Account	S Acct	Rev Code	Amount

Correcting Entry

IDT #	Account	S Acct	Rev Code	Amount

Reason/Justification for correction:

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Department/Unit Approval      date

\_\_\_\_\_  
 Fiscal Office Approval      date