



# Southern Utah University

## Payroll Department

### Payroll Redistribution Request

Payroll Expenses  
Move From  
Department Name: \_\_\_\_\_

Payroll Expenses  
Move To  
Department Name: \_\_\_\_\_

Index	Fund	Org	Acct	Prg	Activity
<i>Example, do not use.</i>					
SUU	000100	90300	6260	10	N/A
<i>Index</i>	<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prg</i>	<i>Activity</i>

Index	Fund	Org	Acct	Prg	Activity
<i>Example, do not use.</i>					
TBIRD	000200	90300	6260	10	N/A
<i>Index</i>	<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prg</i>	<i>Activity</i>

Total amount to be redistributed (transferred): \$ \_\_\_\_\_

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Initiated by: \_\_\_\_\_

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

Account Supervisor: \_\_\_\_\_

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

Budget Office  
or Grant Approval: \_\_\_\_\_

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