



JE# \_\_\_\_\_

**Texas A&M International University**  
**Inter-Departmental Transfer (Expense/Revenue)**

**Expense to Department:**

Account#	
Expense Code	
Approved By:	
Signature:	
Date:	

**Revenue to Department:**

Account#	
Revenue Code	
Prepared By:	
Signature:	
Date:	

Quantity	Description of Services	Unit Price	Total
<b>Total Transfer:</b>			

\*\*\*\*\* Once approved, please send to the Comptroller's Office - KL162 for posting. \*\*\*\*\*

Comptroller's Office:

Screen 14

Type: 5

Posted By: \_\_\_\_\_

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