TELLER COUNTY

JOURNAL ENTRY REQUEST FORM

JE#: BY: (F/O)

*(Above this line for Finance Office staff use, only)

DATE OF REQUEST:_____ REQUESTED BY: _____

DEPT. ORIGINATING REQUEST:_____ APPROVED BY: _____

OTHER DEPT:_____ APPROVED BY: _____

RE: _____

_____

_____

VOUCHER#:_____ INVOICE#:_____ INV. DATE:_____

_____ _____ _____

_____ _____ _____

DESCRIPTION:	ACCOUNT CODE	(DR / CR)
	FUND# - DEPT# - EXPENDITURE# - LOCATION#	
_____	_____ - _____ - _____ - _____	$ _____
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