State University of New York at Stony Brook **Transaction #_____**
Allocation Transfer Request **Process Date _____**

Please have request signed by the appropriate VP Coordinator, then forward to Accounting, z=1151, for Processing

From: (Decrease)

Account #	Object Code	Current Allocation	Amount of Reduction	Revised Allocation

Total:

To: (Increase)

Account #	Object Code	Current Allocation	Amount of Increase	Revised Allocation

Total:

Reason for Transfer:

_____ _____ _____
Initiated By **Date** **Phone Ext.**

_____ _____ _____
Approved By **Date** **Phone Ext.**