

**UNIVERSITY OF ALASKA
JOURNAL VOUCHER**

FY: 24 Doc.# J Entry Date: _____ Doc. Total \$ 3,000.00

Coordinating/ Authorized By	Type	Fund 6-all numeric	Org 5-all numeric	Acct 4-all numeric	Prog 6-in length	Activ	Amount	D/C	Description (up to 34 characters in length)
ahp initials	JV01	105010	Text Box	2130			\$ 250.00	D	Document # and text from Banner
	JV01	105010	dept	2130			\$ 250.00	C	Document # and text from Banner
	JV01								
ahp initials	JV01	105010	Text Box	2130			\$ 1,100.00	D	Document # and text from Banner
	JV01	105010	dept	2130			\$ 1,100.00	C	Document # and text from Banner
	JV01								
ahp initials	JV01	105010	Text Box	3661			\$ 150.00	D	Document # and text from Banner
	JV01	105010	dept	3661			\$ 150.00	C	Document # and text from Banner
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SAMPLE for REFERENCE

Explanation: Professional development travel(description) by (Faculty Member) initially paid by the department. This JV reimburses the department by debiting the Provost's Office Professional Development Funds. See award letter from the Provost's office.

FOR ORIGINATING DEPARTMENT ONLY Dept Ref. # _____	FOR ADMINISTRATIVE SERVICES USE ONLY
Prepared By: <u>You</u> Date: <u>9/7/2023</u>	Approved By: _____
Approved By: <u>Your supervisor</u> Date: <u>9/7/2023</u>	Date _____
Dept. Name: <u>Your dept</u> Phone: <u>your phone</u>	