

COMMON ACCOUNT CODES IN SFS

Type of Expense	SFS Account
Transportation Airfare - In State	2800
Transportation Airfare - Out of State	2801
Transportation Airfare - Foreign	2802
Car Rental - In State	2810
Car Rental - Out of State	2811
Car Rental - Foreign	2812
Local Transportation - In State (School Bus)	2820
Local Transportation - Out of State (Taxi/Uber)	2821
Local Transportation - Foreign	2822
Mileage - In State	2830
Mileage - Out of State	2831
Mileage - Foreign	2832
Registration Fees - In State	2840
Registration Fees-Out of State	2841
Registration Fees-Foreign	2842
Lodging - In State	2850
Lodging - Out of State	2851
Lodging - Foreign	2852
Meals - In State	2860
Meals - Out of State	2861
Meals - Foreign	2862
Incidentals - In State	2870
Incidentals - Out of State	2871
Incidentals - Foreign	2872
Event - In State (i.e. Upward Bound group travel)	2890
Event - Foreign (Study Abroad tuition & app processing fees)	2892
A/V - Travel	2894
Catering - Travel	2893
Meeting Space - Travel	2895
Travel Reduction	2899
Cellular Service	2270
Rental of Space - State owned	2310
Rental of Space / Booth Rental	2320
Rental of Other Equip	2360
Maintenance & Repairs-Grounds	2400
Maintenance & Repair- Computer Equip	2460
Maintenance & Repair-Vehicles	2470
Maintenance & Repair-Other	2480
Electricity-Central (WPS)	2500
Gas-Central (WPS)	2510
Services - Professional	2620
Services - Miscellaneous (Lab Anaylsis, License Fees)	2623
Services - Guarantees	2625
Services - Athletic Officials	2626
Background Checks	2627

Type of Expense	SFS Account
Medical Services	2630
Services - Internal	2650
Printing and Duplicating - In State	2670
Printing and Duplicating - Out of State	2675
Serv-Housekeeping & Janitorial	2680
Supplies	3100
Supplies - Maintenance and Operational	3120
Fuel for Vehicles	3140
Software Purchases - Less than \$5,000	3150
Software Maintenance Payments	3151
Food & Food Service Contracts	3165
Computers and Related Peripherals-Not capitalized under \$5,000	3194
Equipment and Furniture-Not capitalized under \$5,000	3195
Insurance - Other (Student Athletes)	3440
Postage	3700
Freight and Handling (UPS, Fed Ex, ect)	3710
Subscriptions	3720
Memberships	3730
Advertising & Notices	3740
Prizes and Awards	3750
Conference/Workshop Expenses (We are hosting)	3780
Material for Resale	3790
Interest Expense-Prompt Pay	3805
Equipment & Furniture over \$5,000	4604
Computer Equipment over \$5,000	4620
Computer Equipment - Capital Lease	4625
Software over \$5,000	4630
Software Capital Lease	4635
Type of Revenue	SFS Account
Sales Credit - Internal (Fund 102 only)	9050
Sales Credit - External (Fund 102 only)	9051
Misc Revenue & Deposits	9200
Services	9300
Rental Income-Other	9303
Conference, Workshop, Institute	9321
Sale of Materials	9400
Gifts & Donations (Fund 233 only)	9500

Use for Ticket sales