



**DIXIE STATE UNIVERSITY
INTERNAL BILLING**

Submitted by: _____ Dixie ID # _____

Department: _____

CHARGE ACCOUNT:

CREDIT ACCOUNT:

Index Code	Account Code	Debit	Index Code	Account Code	Credit

Date of Service	Description	Amount
Total:		

The Accounting Department cannot process without Index Codes and authorization from both Budget Administrators. Either a physical signature or email authorization.

Signature of Expenditure Budget Administrator

Signature of Revenue Budget Administrator

Entry completed by Accounting Department: _____