

Accounting Services Guide Interdepartmental Transfers

Interdepartmental transfers have a similar look and feel to a journal entry, but there are some very specific rules that apply when the accounts designated for interdepartmental transfers are



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Corrections or re-allocations between department(s)

The department that is being Debited must be the signor of the entry

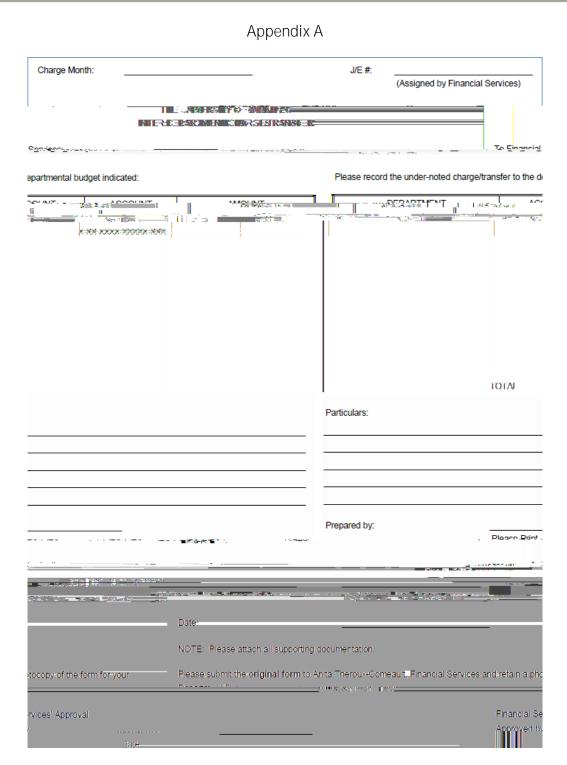
You are expected to choose the most appropriate, logical account number/description when determining the account code

If you are re-allocating an expense the debit and credit accounts used both have to be expense accounts.

If you are re-allocating a revenue the debit and credit accounts used both have to be revenue accounts.



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Link: http://www.uwinnipeg.ca/financial-services/docs/inter-dept-charge-trans-form.xls