

**THE UNIVERSITY OF TENNESSEE  
OFFICE OF THE TREASURER**

**Transfer Voucher**

Document Number \_\_\_\_\_

ACCT. CHARGED	Debit/Credit (D or C)	GL Acct.	Amount	Text Description	Cost Center	WBS Element	Fund

ACCT. CREDITED							

Detail Support	Quantity	Unit Price	Amount

**APPROVALS:** \_\_\_\_\_

Deliver to: \_\_\_\_\_

Department Charged Signature

Date

Building: \_\_\_\_\_ Room: \_\_\_\_\_

Print Name

Received: \_\_\_\_\_ Date: \_\_\_\_\_

Department Credited Signature

Date

Created by: \_\_\_\_\_ Extension: \_\_\_\_\_

Print Name