

**REQUEST FOR CHANGES IN SYSTEM TABLE**

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

Requestor: \_\_\_\_\_ Dept: \_\_\_\_\_ Ext. No.: \_\_\_\_\_

System Table Element to be Changed:

Organization \_\_\_\_\_ Calendar \_\_\_\_\_

Account \_\_\_\_\_ Vendor \_\_\_\_\_

Fund \_\_\_\_\_ Bank \_\_\_\_\_

Program \_\_\_\_\_ Fin. Mgr \_\_\_\_\_

Title of Data Element to be Changed: \_\_\_\_\_

Banner Form(s) to be Changed: \_\_\_\_\_

Purpose for this change:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Before System Table Change:

\_\_\_\_\_

After Proposed System Table Change:

\_\_\_\_\_

**APPROVAL/DISAPPROVAL:**

	Action	Signature	Date
Assoc. Budget Officer	_____	_____	_____
Associate Controller	_____	_____	_____
Finance Systems Manager	_____	_____	_____

Date Entered: \_\_\_\_\_

Initials: \_\_\_\_\_