

JUSTIFICATION FOR PAYROLL ACCOUNTING ADJUSTMENT

AS227

Request Information

Requested By _____ Request Date _____
E-mail _____ Phone _____
Principal Investigator (PI) _____ Grant ID _____
Employee _____ Employee ID _____

Complete this section only if a partial payroll period is being transferred.

If payroll is being transferred for a **partial payroll period**, list Worktag (Grant, Program, Gift, etc.), dates covered, amounts, and percentage of the payroll being transferred. If the full payroll period is being transferred, skip this section.

Worktag	From Date	To Date	Amount	Percentage



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