

Due To Fund - FIN2700

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This page is used to determine the new fiscal year for any new entries that are created using existing credit card transactions.

Fund/fiscal years can be deleted on the Utilities > Fiscal Year Processing > Delete Funds page even if they exist as an offset for credit card and warehouse transactions. It is important to set up this table to crosswalk the deleted fund/fiscal year in order to prevent errors from occurring after funds change fiscal years during the end-of-year process.

Retrieve a starting fund:

Field	Description
Starting Credit Card Code	Type the starting credit card code from which you want to retrieve data. Click **Retrieve**. A list of credit card codes equal to and greater than the entered starting credit card code is displayed.

Field	Description
Campus ID	
Pass/Fail	

Click **Save**.

**NOTE:

Add a fund:

Fund

Other functions and features:

Print	Print data. **Review the report using the following buttons**: Click First to go to the first page of the report. Click to go back one page. Click to go forward one page. Click Last to go to the last page of the report. **The report can be viewed and saved in various file formats**. Click to save and print the report in PDF format. Click to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included. Click **X** to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.
	Delete a row. Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. You cannot delete or modify a credit card code that is in use by a credit card transaction. Click **Save**.