



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