



(If applicable) Transfer funds to the payroll clearing bank account

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Transfer money to the payroll clearing bank account at the bank using the Fund Transfer Summary. The transfer can be completed by submitting a Bank Transfer form, calling the bank to request a transfer(s), or via an electronic funds transfer.

Date Run:		Fund Transfer Summary		Page: 1 of 1
Cnty Dist:		ISD		File ID: C
Fund-Fnc-Obj.-So-Org-Prog	Reason		Cash	
199-00-2177.99-000-800000	APR - DUE TO PAYROLL BANK ACC		1,246.04	
		Due To Total	1,246.04	
863-00-1261.00-000-800000	APR - DUE FROM ALL FUNDS		1,246.04-	
		Due From Total	1,246.04-	
		Total	0.00	
End of Report				

- If you already transferred TRS Active Care funds, be sure to subtract that amount.
- If you already interfaced to Finance, use the Payroll Balancing Calculation Report as it may be difficult to regenerate the Fund Transfer Summary report.

Date Run:
 Cnty Dist:
 Pay Date: 05-31-20 Adj Nbr: 0

Payroll Balancing Calculation
 ISD

Program: HRS3600
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 Frequency: 5

General Journal Due To / From and Fund Transfer Summary

General Journal Fund 863/8 Due From

Due From Other Funds	
199-00-1261.00-000-800000	3,560.74
Due From Special Revenue Funds	
Due From Total (4)	3,560.74 (Dr)
EIC Amount (863-00-2151.01-000-800000)	.00
General Journal Total for Fund 863/8	3,560.74

General Journal Due To for each fund

199-00-2177.99-000-800000	3,560.74
Due To Total (5)	3,560.74 (Cr)

Fund Transfer Summary

199-00-2177.99-000-800000	3,560.74
Due To Total (6)	3,560.74

Balancing Totals

All of the following totals must be equal before you interface to Finance.

Payroll Earnings Register (1)	<u>3,560.74</u>
General Journal Due From (4)	<u>3,560.74</u>
General Journal Due To (5)	<u>3,560.74</u>
Fund Transfer Summary (6)	<u>3,560.74</u>
	Balanced

End of Report



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