

UNIVERSITY OF TORONTO

Financial Advisory Services & Training Financial Services Department A Division of Business Affairs

REQUISITION - CHANGE FIS MASTER RECORD

Funds Center

A Division of Business Aff	airs Send co	mpleted form by FAX: 416-9	78-5572 OR email: <u>fast.help@utoronto</u>	
	FC Number:			
1. ADMINISTRATIVE DATA				
ontact Person:				
mail Address:		Date:		
C Manager (AMS Userid):		Phone:		
aculty / Division:				
ddress:				
2. COMPLETE TO CHANGE FUN	IDS CENTER			
C Name: Enter the Fur	nds Center Name (e.g. Faculty, Dep	partment FC Name. Maximum chai	racters, including spaces = 20)	
C Description: Enter the Sch	1001/Division (e.g. Faculty, Departn	nent CC Description. Maximum cha	racters, including spaces = 40)	
arant Eunds Contor				
arent Funds Center:				
Linking Table Information: $(Indicate CC(c) and (or IO(c)) to be linked to$	the EC for planning /budget	nurnosos Attach an additio	nal shoot if pocossan)	
<u>Remove</u> Cost Center (s) / Internal Order (s) Linkage		Add Cost Center (s) / Internal Order (s) Linkage		
3. AUTHORIZATIONS				
Applicant Name		Manager Name		
Signatura		Signature		
	FOR ADMINISTRA			
Signea by: Faculty/Division Notified:			vision Notified:	
te:		Date:		