

COMMONLY USED Banner Account Codes

For Check Requests, Departmental Purchase Orders, Purchase Requisitions and the Procurement Card

17010 Prepaid Expenses and Deposits	72515 Telephone Long Distance Tolls
71010 Purchases for Resale	72520 Telephone Extra Services
72110 Independent Contracts	72530 Telephone Cell Phones
72115 Participant Stipends	72540 Fax and Telephone Reimbursements (travel rmb phone/fax)
72125 Temporary Personnel (temp agency, interns)	72630 Insurance Other
72130 Business Purchased Services	72710 Cleaning/Laundry Services
72131 Parking Passes for Campus Visitors	72715 Building Maintenance
72132 Cable Services	72720 Equipment Maintenance Facilities Use
72133 Internet Services	72751 Trash Service
72137 Coffee and Water Services	72753 Electricity
72140 Advertising	72755 Heating
72145 Public Relations	72759 Water and Sewer
72150 Purchased Medical Services	72820 Motor Pool Maint Labor Owned Vehicle
72155 Printing (NOT Kinko's)	72830 Motor Pool Bulk Fuel
72156 Quick copies (Kinko's)	73010 Intergovernmental Purchased Service (Sub-Grant Expense)
72160 Office Equipment Maintenance	73050 Sub-Grant Expense-Other
72165 Computer Hardware Maintenance	77005 Vehicle Rent Non-UNC
72210 Office Supplies	77110 UNC Employee, In-State Mileage RMB
72215 Maint Supplies (office machines i.e., toner, paper, ink)	77115 UNC Employee, In-State Travel Other (INCLUDES PARKING AND TOLLS)
72220 Postage (includes FedEx, USPS, UPS)	77210 UNC Employee, Out-of-State Mileage RMB
72225 Athletic Supplies	77215 UNC Employee, Out-of-State Travel
72230 P-Card Supplies	77220 UNC Employee, Int'l Travel (VP signature required)
72240 Computer Supplies	77511 Athletics Team Travel, In-State
72245 Computer Software/Software Licenses	77512 Athletics Recruiting Travel, In-State
72260 Books and Subscriptions, Non-Library	77513 Athletic Team Travel, Out-of-State
72290 Instruction/Research/Lab Supplies (includes food for animals)	77514 Athletics Recruiting Travel, Out-of-State
72295 Uniforms, Includes Band, Sports, and Dining Services, etc.	77521 Non-UNC Employee, Local Transport In-State
72305 Athletics Purchased Filming Service	77522 Non-UNC Employee, Mileage RMB In-State
72309 Athletics Training Table	77523 Non-UNC Employee, In-State Travel
72310 Awards for Recognition Non-UNC Employee	77531 Non-UNC Employee, Out-of-State Travel
72335 Dues and Memberships	77532 Non-UNC Employee, Mileage RMB Out-of-State
72340 Employee Moving Expense	77535 Non-UNC Employee, International Travel
72350 Licenses Taxes and Fees	77541 Participants, Local Transportation
72352 Software Maintenance Agreements	77542 Participants, Mileage Reimbursement
72355 Participation/Conf Fees Non-UNC Employee	77543 Participants, In-State Travel
72360 Prof Development UNC Employee	77544 Participants, Out-of-State Travel
72365 Rent Operating Lease-Bldg Non-UNC (skate/pool rental)	77545 Participants, International Travel
72370 Rent Operating Lease-Equipment	78010 Stipend Allowances
72380 Other Operating Expenses	79010 Capital Lease Payments
72385 Royalties and Use Fees	79110 Capital Outlay IT Equipment \$5,000 or more
72390 Official Functions (must have detailed receipts)	79160 Capitalized Software/Licenses \$5,000 or more
72510 Telephone Basic Monthly Charges	79170 Capital Outlay Equipment \$5,000 or more
	79860 Capital Outlay Vehicles \$5,000 or more