COLUMBIA PUBLIC SCHOOLS

Journal Entry

Date: _____

Route To: _____

Route To: _____

Account(s) to debit:

Account(s) to credit:

KEY (10 digits)	OBJECT	AMOUNT	KEY (10 digits)	OBJECT	AMOUNT

Total _____

Total _____

Short Explanation (max. 30 characters): _____

Long Explanation: _____

_____

Name of Approver/Title:_____
                                       Printed or Typed

Prepared by_____
                                Printed or Typed

Approver Signature:_____