

**TEMPLE UNIVERSITY  
CARRYOVER USAGE AUTHORIZATION  
FISCAL YEAR 20\_\_ - \_\_\_\_**

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**Date:** \_\_\_\_\_

**Funds are to be transferred from:**

Carryover Center Number: 7981 – 10 - \_\_\_\_\_ - 3 \_\_\_\_\_

Carryover Center Title: \_\_\_\_\_

**Funds are to be transferred to:**

Center Number: 7981 – \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Budget Unit Title: \_\_\_\_\_

Amount Authorized for transfer: \$ \_\_\_\_\_

Requested by: \_\_\_\_\_

**Brief Description of the Expenditure:**


**Rules:**

1. This form must be submitted by the individual responsible for the applicable budget line.
2. Funds can only be used for one-time expenditures
3. This form must be an e-mail attachment sent to: [Steven.Lengkeek@temple.edu](mailto:Steven.Lengkeek@temple.edu)