

STUDENT ORGANIZATION ACCOUNT CODE DESCRIPTIONS

ACCOUNT CODE	ACCOUNT CODE NAME	DESCRIPTION
61308	STUDENT WAGES	Compensation for student leaders, approved by the Board of Trustees
63150	FRINGES PD TO GOV	Non-negotiable amount: 2% of student wages
71107	ENTERTAINMENT CONTRACTORS	Monetary payments to performers, DJs, inflatables entertainment, etc.
71113	HONORARIA	Monetary payments to speakers, workshop presenters, etc.
71125	EQUIPMENT RENTALS	Tables, chairs, tents, golf carts, generators, etc.
72102	OFFICE SUPPLIES	Can only request if you have an office in the Student Union: paper clips, pens, tape etc.
72104	COMPUTER SUPPLIES	Only applicable if you have a UT-provided computer: paper, printer cartridges, etc.
72105	FILMS,SLIDES, RECORDINGS	Purchase film, processing etc.
72202	OFFICE EQUIPMENT	Office equipment that costs under \$5,000
72203	COMPUTER EQUIPMENT	Must also be approved by UT Information Technology Dept.: computers, printers, etc that cost under \$5,000
72302	OFFICE EQUIPMENT REPAIRS	Rare that you would need this. UT computer upkeep provided by IT. Only applicable for non-computer items.
72999	OTHER SUPPLIES	Any supplies that aren't for an office or computer
73203	STUDENT TRAVEL, CONFERENCE	National/regional conferences, hotel, transportation, registration fees
73402	SPONSORED EVENTS	Most flexible line item: event supplies, food, paper products, disposable utensils decorations, etc.
73403	AWARDS & BANQUETS	Plaques, trophies, banquets, etc.
74102	SUBSCRIPTIONS	Can only request if you have office in Student Union: magazines/journals specific to your organization
74103	DUES	National or regional dues (NOT individual dues)
74106	PHOTOCOPIES	Must be printed at UT Copy Center (SU): flyers, letters, etc.
74107	ADVERTISING	Advertising in newspapers, radio, and social media (flyers are "photocopies" line item above)
74202	TELEPHONE	Only for student org office within the Student Union: telephone installation and monthly fee for each extension
74203	TELEPHONE - LONG DIST.	Only for student org office within the Student Union: all long distance calls
74204	TELEPHONE - LOCAL CALLS	Only for student org office within the Student Union: all local (Toledo- area) calls (\$0.08 per call)
74302	POSTAGE	Mailing letters off campus through University services
75202	ROOM RENTALS	Charge for room/space rentals (includes UT facilities like Rec, Savage Arena, etc.)
76102	FEES	Fee payments for student leaders, approved by the Board of Trustees
76104	BOOKS	Books for student leaders, approved by the Board of Trustees
77102	INSURANCE	General liability or event insurance