

The following SAP general ledger account is requested for assignment by the Bureau of Accounting and Financial Management and use in the [*Enter COPA Fund title*] by the [*Enter Business Area, Board, or Commission for which the code is being requested*]. This revenue general ledger account is being requested to [*Provide the reason for the request, including pertinent legislation or other documentation that may expedite the review process*].

SAP General Ledger (GL) Account: \_\_\_\_\_

SAP GL/Commitment Item Title: \_\_\_\_\_

SAP Fund: \_\_\_\_\_

Alternative Account Number (formerly Legacy Revenue Class): \_\_\_\_\_

GAAP Revenue Classification: \_\_\_\_\_