



# Kuali Financial System AR Processing Organization Request Form

Please use this form to request to establish/revise a Processing Organization ('Org').

### Type of Maintenance:

Add     Change Processing Organization     Change Remit to Information

### Processing Organization:

	OLD	NEW
Chart Code:		
Org Code:		
Org Code Description:		
FA Username:		
If changing the Processing Organization, define the Billing Organization(s) to map to the new Processing Org:		

### University Clearing Account:

Chart Code: \_\_\_\_\_

Account No. & Name: 90958 - AR CLEARING- \_\_\_\_\_  
(If creating a new Processing Org, leave the Account No. blank and fill in your Department Name in the Account Name [max 28 characters].)

Sub-Account No. & Name: \_\_\_\_\_ - \_\_\_\_\_

Object Code: 9239 - AR CLEARING \_\_\_\_\_

Sub-Object Code: \_\_\_\_\_ - \_\_\_\_\_

### Remit to Information

	OLD	NEW
Remit to Name	UNIVERSITY OF HAWAII	UNIVERSITY OF HAWAII
Address 1: <small>[max 30 characters]</small>		
Address 2: <small>[max 30 characters]</small>		
City: <small>[max 25 characters]</small>		
State:	HI	HI
Zip/Postal Code:		

### Fiscal Authority

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### To be completed by General Accounting and Loan Collection

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Doc Nor: \_\_\_\_\_

Return completed form to:  
General Accounting and Loan Collection ~ 1406 Lower Campus Road Bldg 171C Rm 41 ~ Honolulu, HI 96822