# Campus Zero Clearing Category Refund Form

(sample for single refund)

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

Prepared By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- | --- |
| **Supplier** | **Supplier Site** | **Invoice #** | **Invoice Date** | **Amount** | **Invoice Description (optional field)** | **Payment method** |
|  |  |  |  | **$0.00** |  | **clearing** |
| Category Refund Distribution Detail (must equal zero) |
| **Amount** | **Project** | **Task** | **Award** | **Expenditure Type** | **Expenditure Organization** | **Expenditure Item Date** |
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