



CAL MARITIME

INTER-OFFICE CHARGEBACK REQUEST

DATE: _____

INVOICE PURPOSE/DESCRIPTION:

ACCOUNT CODING AND INVOICE AMOUNT (specify line item amounts and chart fields (as applicable):			
(FROM)		(CHARGE TO)	
<u>Receiving Department/Division</u>		<u>Charge Department/Division</u>	
\$ AMOUNT - ACCOUNT - FUND - DEPTID - CLASS		\$ AMOUNT - ACCOUNT - FUND - DEPTID - CLASS	
\$ AMOUNT - ACCOUNT - FUND - DEPTID - CLASS		\$ AMOUNT - ACCOUNT - FUND - DEPTID - CLASS	
\$ AMOUNT - ACCOUNT - FUND - DEPTID - CLASS		\$ AMOUNT - ACCOUNT - FUND - DEPTID - CLASS	
Approved By (print)		Approved By (print)	
Signature	Date	Signature	Date

Accounting use Only:
Invoice # _____
Invoice Date _____