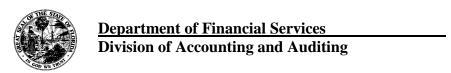


OBJECT CODE ADD OR UPDATE REQUEST FORM

(CFO Use	e Only) Reference ID:			
Purpose: Use this form to request a New Object Code or	to request changes to a preexisting	ng Object Code.		
Instructions: Complete Sections 1, 2, 4 and the certificat 2, 3 and the certification section if you are requesting a ch officer or equivalent must certify this form. Please provid object code. Prior to requesting an object code, review ex will meet the agency's need. In addition, ensure there is n lieu of the object code field. Please email completed form	ange to an object code in existen- le sufficient information to justify isting object codes to ensure ther not another field in FLAIR that we	the need when requesting a new e is not another object code that ould be more appropriate to use in		
Section 1:	Contact Information			
Requesting Agency: Requesters Contact Name and Title: Requesters Contact Phone Number: Requesters Contact E-Mail Address:				
Section 2: Action Requeste	d (Place an X next to your select	tion)		
Proposed New Expenditure Object Code Proposed New Revenue Object Code Proposed Revision to Definition	Proposed Title Chang Proposed 1099 Report Other Request (please	table Change		
Section 3: Pre-exi	sting Object Code Use Only			
Object Code Please provide below justification and a detailed explanat (E.g. Definition change, Title change, I				
Section 4: Requesting A New Object Code				
Proposed object code title				
Provide a definition for proposed object code				
Explain the purpose and use of the proposed object code				
Estimated number of transactions using the proposed obje	ect code in a fiscal year.			



OBJECT CODE ADD OR UPDATE REQUEST FORM

Estimated dollar amoun	nt of transactions using the proposed object o	code in a fiscal year.	
Will the proposed object	rt code be 1099 Reportable?	YES	NO
Explain the impact to th	ne agency if the proposed object code is not e	established in the FLAIR title file	
Provide additional info	rmation to justify the need of the proposed of	biect code (e g. Florida Statutes)	
Troviac administrating	munon to justyy me need of the proposed of	yeer code (e.g. 1 tortua statutes)	
	THE FOLLOWING CERTIFICATION MU		
I hereby ce	AGENCY'S CHIEF FISCAL OFFI rtify, to the best of my knowledge, that the in	·=	rect.
Printed Name:			
Signature:			
Title: Contact Number:		Date:	
-	ano van o		
	<u>CFO USE ON</u>	<u></u>	
	BFR Approval Initial & Date	YES NO	
Reviewed By:		Approved By:	
Input By:		Verified By:	
Object Code Short Title			
Long Title			
	Approved Defin	nition	