

Bates Banner Expense Account Codes:

<u>Account Code</u>	<u>Description</u>
	OUTSIDE SERVICES
9 0 1 0	Outside Services
9 0 1 1	Consultation
9 0 1 2	Presentation
9 0 1 3	Accounting
9 0 1 4	Legal Services
9 0 1 5	Officials/Judges
9 0 1 6	Royalties/Copyrights
9 0 1 7	Temporary Labor (non-Bates)
9 0 1 8	Grant and Contract Sub-Awards
9 0 1 9	Research Participant Payment
	POSTAGE AND SHIPPING
9 0 2 0	Postage
9 0 2 5	Allocated Postage
9 4 0 2	Shipping/Freight/Packing
9 4 0 9	Allocated Shipping/Freight/Packing
	TELEPHONE
9 0 3 0	Telephone
9 0 3 2	Cell Phone
9 0 3 3	Allocated Cell Phone
9 0 3 4	Allocated Phone Line Charge
9 0 3 5	Allocated Toll Calls
9 0 3 6	Cable
	PUBLICATIONS/PRINTING/COPY
9 0 4 0	Publications/Printing/Copy
9 0 4 5	Allocated Publications/Printing/Cop
9 0 4 6	Design/Artwork
9 0 4 7	Photography
9 0 4 8	Transcription/Editing/Translation
9 0 4 9	Allocated Transcrptn/Typing/Editing
	ADVERTISING
9 0 5 0	Advertising
	MEMBERSHIP DUES
9 0 6 0	Membership Dues
	TRAVEL
9 0 7 0	Travel
9 0 7 1	Employee Travel
9 0 7 2	Student Travel
9 0 7 3	Volunteer Travel
9 0 7 4	Long-Term Advance Clearing Account
9 0 7 5	Intern'l Travel-Employee/Student
	CONFERENCES/MEETINGS/SEMINARS
9 0 8 0	Conferences/Meetings/Seminars
9 0 8 1	Allocated Lodging
9 0 8 2	Employee Education Assistance
9 4 0 5	Event Tickets/Entry Fees
	FOOD AND BEVERAGE

Bates Banner Expense Account Codes:

<u>Account Code</u>	<u>Description</u>
9 1 0 0	Food and Beverage
9 1 0 1	Meat
9 1 0 2	Produce
9 1 0 3	Grocery
9 1 0 4	Dairy
9 1 0 5	Bakery
9 1 0 6	Beverage
9 1 0 7	Alcohol and Alcoholic Beverages
9 1 1 9	Allocated Food and Beverage
9 1 2 0	Meals Purchases
9 1 2 1	Catering Purchases
9 1 2 2	Food Purchases
	SUPPLIES
9 1 3 0	Supplies
9 1 3 1	Office Supplies
9 1 3 5	Allocated Supplies
9 1 3 6	Paper Supplies
9 1 3 7	Allocated Paper Supplies
9 1 4 0	Computer Supplies
9 1 5 0	Teaching Supplies
9 1 5 5	Research Supplies
9 1 6 0	Athletic Supplies
9 1 7 0	Dining Hall Supplies
9 1 8 0	Maintenance & Cleaning Supplies
9 1 9 1	Recognition Supplies
9 1 9 4	Employee Recognition Supplies
9 1 9 5	Student Recognition Supplies
9 1 9 2	Health and Safety Supplies
9 1 9 3	Decorative Supplies
9 1 9 6	Uniforms
9 1 9 7	Chemicals/Medications
	COLLECTIONS
9 2 0 0	Collections
9 2 0 1	Book Collections
9 2 0 2	Periodicals/Serials/Subscriptions
9 2 0 3	Software Collection
9 2 0 4	Music/Scripts/Art/Video Collections
9 2 0 5	Collection Rentals
9 2 0 6	Costumes
9 2 0 7	Document Retrieval Services
9 2 0 8	Database Contracts/Software License
9 2 0 9	Props
	EQUIPMENT/BUILDINGS/FIXTURES
9 2 2 0	Equipment/Furniture
9 2 2 1	Equipment under \$5000
9 2 2 2	Equipment over \$5000
9 2 2 3	Vehicles

Bates Banner Expense Account Codes:

<u>Account Code</u>	<u>Description</u>
9 2 2 4	Furniture
9 2 2 5	Computer Equipment
9 2 2 7	Equipment/Vehicle Rental/Leases
9 2 3 0	Buildings/Fixtures/Furnishings
9 2 3 1	Facilities/Bldg/Land Rentals/Leases
9 2 3 9	Capitalized Equip/Bldgs/Fixtures
	MAINTENANCE
9 2 4 0	Maintenance and Repairs
9 2 4 1	Equip/Furniture/Vehicle Maintenance
9 2 4 8	Service Contracts
9 2 5 5	Vehicle Maintenance-Administrative
9 2 5 6	Vehicle Maintenance-Physical Plant
9 2 4 2	Buildings Maintenance
9 2 4 3	Grounds Maintenance
9 2 4 5	Damages/Repairs-Insurance Deductibl
9 2 4 6	Collection Maintenance/Conservation
9 2 4 9	Allocated Facilities Mgmt Charge
9 2 5 7	Cleaning Services/Laundry
9 2 5 8	Allocated Information Serv Charges
9 2 5 9	Waste Disposal/Recycling
9 2 6 8	Allocated Fuel Charges
	TAXES AND INSURANCE
9 2 6 0	Taxes and Insurance
9 2 6 1	Property Taxes
9 2 6 4	Stormwater Run-off Fee
9 2 6 5	Liability Insurance
9 2 6 6	Student Insurance
9 4 0 8	Tax Payments
	CAPITALIZED ITEMS
	DEPRECIATION
9 2 3 8	Depreciation
	UTILITIES
9 2 5 1	Sewage/Water
9 2 6 3	RTS-Ready to Server Charge
9 2 5 2	Fuel Oil
9 2 5 3	Natural Gas
9 2 5 4	Electricity
9 2 6 7	Pellet Fuel
	COST OF GOODS FOR RESALE
9 2 7 0	Books
9 2 7 1	Resale-Textbooks/Coursepacks
9 2 7 3	Resale-Tradebooks
9 2 8 0	Merchandise
9 2 8 1	Resale-Clothing
9 2 8 3	Resale-Novelties
9 2 8 5	Resale-Office Supplies
9 2 8 7	Resale-Art Supplies

Bates Banner Expense Account Codes:

<u>Account Code</u>	<u>Description</u>
9 2 8 9	Resale-Newspapers/Magazines
9 2 9 1	Resale-Greeting Cards
9 2 9 3	Resale-Convenience Items
9 2 9 9	Bookstore On Account Sales
9 3 0 0	Resale Computers
9 3 1 1	Allocated-Admin Computer Equipment
9 3 1 4	Allocated-Computer Supplies
9 3 1 5	Allocated-Computer Parts
9 3 1 9	Allocated-Educ Computer Equipment
	OVERHEAD/INDIRECT COSTS
9 3 5 3	Federal Indirect Cost
9 3 5 5	Private Indirect Cost
9 3 5 1	Cost Sharing
	INTEREST EXPENSE
9 3 6 0	Interest Expense
9 3 6 4	Bond Interest Exp - Non-Operating
9 3 6 5	Bond Interest Exp - Operating
9 3 6 2	Bond Premium/Discount Amortization
	PROVISIONS
9 3 7 1	Vacation and Paid Leave
9 3 7 2	Uncollectible Accounts
	OTHER EXPENSES
9 4 0 0	Other Expenses
9 4 0 1	Permits/Licenses/Registrations
9 4 0 3	Bank Fees and Charges
9 4 0 4	Cash Over/Short
9 4 0 6	Charitable Contributions
9 4 0 7	Fines and Penalties
9 4 1 0	Accretion Expense
9 9 5 0	Activities Budgeted
9 9 5 5	Contingencies Budgeted
	SCHOLARSHIPS
9 8 0 0	Scholarships and Aid
9 8 1 1	SEOG Fed Grants
9 8 1 2	Pell Fed Grants
9 8 7 1	Bates Scholarships
9 8 7 2	International Awards
9 8 8 0	External Scholarships
	INTER-FUND TRANSFERS
	INTER-FUND TRANSFERS
9 3 5 6	Allocated Indirect Cost Recovery
9 3 6 7	Bond Principal Payments
9 9 1 0	Inter-fund transfers
9 9 1 1	Operating Transfers
9 9 1 2	Capital Project Transfers