



## Revenue Correction Form

Credit FOAP - Correct Revenue FOP						Original Doc ID	Debit FOAP - Incorrect Revenue FOP					
COA	Fund	Orgn	Account	Program	Amount		COA	Fund	Orgn	Account	Program	Amount
COA	Fund	Orgn	Account	Program	Amount		COA	Fund	Orgn	Account	Program	Amount
COA	Fund	Orgn	Account	Program	Amount		COA	Fund	Orgn	Account	Program	Amount
COA	Fund	Orgn	Account	Program	Amount		COA	Fund	Orgn	Account	Program	Amount
COA	Fund	Orgn	Account	Program	Amount		COA	Fund	Orgn	Account	Program	Amount
COA	Fund	Orgn	Account	Program	Amount		COA	Fund	Orgn	Account	Program	Amount
COA	Fund	Orgn	Account	Program	Amount		COA	Fund	Orgn	Account	Program	Amount
COA	Fund	Orgn	Account	Program	Amount		COA	Fund	Orgn	Account	Program	Amount

Total Credits

Total Debits

Date:

Purpose:

### FORM INSTRUCTIONS

1. This form is to be utilized when revenue was incorrectly posted to the wrong FOP.
2. Complete each shaded section above (as applicable).
3. Attach supporting documentation to confirm the original transaction (FI026A).
4. Email approval by the ORGN Financial Manager or Authorized Approver must be attached for the debiting FOP. Authorized approvers may be identified in [TeamApp](#).
5. Please submit the completed form and all supporting documentation to AccountingServices@ttu.edu.

**QUESTIONS? PLEASE CONTACT ACCOUNTINGSERVICES@TTU.EDU**