# NYE COUNTY

# Journal Entry Request

Date of Request:

***MONTH & FY to be entered***

| Project Number | Account Number | Description | Debit | Credit |
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| | | **Total Entry** | 0.00 | 0.00 |

**Reason for Entry:**

| Requested by: | Approved By: | Performed By: |
|---|---|---|
| (Signature) | (Signature) | (Signature) |
| (Print Name)<br><br>Date: | (Print Name)<br>*(Elected Official/Department Head)*<br>Date: | (Print Name)<br><br>Date: |