Banner Document Codes – Quick Reference Guide



Document Codes	Description	Source Document in GLez	Department Contact Info	Contact Phone #	Document Type
AP	Miscellaneous Electronic Invoices	N	AP	1-3936	Invoice
BU	Budget Office Transactions	N	Budget Office	1-9137	JV
BY	buyND - PO invoices	N	AP	1-3936	Invoice
CD	Cash Deposit	N	AFS	1-1140	JV
DB	Benefactor Event Activity Transaction	N	DEV	1-2430	JV
DP	Office Depot Invoice Feed	N	AP	1-3936	Invoice
DV	Development Daily Gift Load	N	DEV	1-3077	JV
EI	Electronic Invoicing	Υ	AP	1-3936	Invoice
F	Student Accounts or Payroll Upload	N	SA /Payroll	1-7113/1-7575	JV
FC	Facilities Operations Journal Vouch	N	Facilities	1-4210	JV
FE	Facility Operations Encum Load	N	Facilities	1-4210	Encumbrance
FI	Facility Operations Invoice Load	Υ	Facilities	1-4210	Invoice
FK	FedEx Kinko's Invoice Load	N	FedEx-LaFortune	1-6671	Invoice
FP	Food Services Electronic Invoices	Υ	FS Admin	1-0136	Invoice
FS	NDFS Electronic JVs	N	FS Admin	1-7944	JV
FT	Food Service Toolkit Charges	N	FS Admin	1-7944	JV
GR	Transportation Services Load	N	Trans Svcs	1-6467	JV
HS	Health Services JV	N	UHS	1-4055	JV
I	Vendor Invoice	Υ	AP	1-8274	Invoice
J	Manual Journal Voucher	N	AFS	1-1140	JV
JB	PO closed from Jagger	N	Proc Services	1-4289	Encumbrance
JV	Financial Toolkit-Journal Voucher	Υ	AFS	1-1140	JV
LD	St. Michael's Laundry	N	Laundry Svcs	1-9023	JV
LL	Law Library Electronic Invoices	Υ	Law Library	1-9133	Invoice
MI	Morris Inn Invoice Feed	Υ	Morris Inn	1-2026	Invoice
MJ	Misc JV (ie Bookstore Charges)	N	AFS	1-1140	JV
PC	ProCard Charges – (Concur)	N	AO	1-6564	JV
PP	PayPal Load	N	AO	1-2291	JV
PS	Payment Services Misc JV	N	AP	1-3936	JV
TE	TravelND	N	AP	1-8274	Invoice
TK	Financial Toolkit-Invoice	Υ	AP	1-5304	Invoice
TV	Anthony Travel Charges	N	Anthony Travel	1-4065	Invoice
TW	Treasury Workstation	N	AFS	1-9947	JV
UL	University Library Electronic Invoices	Υ	Hesburgh Lib	1-6374	Invoice