San Bernardino County Superintendent of Schools
Transforming lives through education

Ted Alejandre
County Superintendent

SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS
DISTRICT FINANCIAL SERVICES

REQUEST FOR NEW FUND/RESOURCE (SUB-FUND)

SECTION 1 (To be completed by School District)

District Number:	District Name:
Fund Number:	Fund Name:
Resource (Sub-Fund) Number:	Resource (Sub-Fund) Name:
District Contact:	Phone Number:
District Agent Signature:	Date:

Please attach Board Certification. Electronic copies may be sent to DFS.Accounting@sbcss.net

SECTION 2 (To be completed by District Financial Services)

Application Number (Fund 35):	Cost Center:
SAP Fund:	FAS Fund:
Dept Code:	Orgn Code:
Validated by:	

☐	GL Field Def	☐	FAS Mapping
☐	External Accounting FAS Mapping	☐	External Accounting SAP Mapping
☐	F2K GL Account Link	☐	F2K APY Random Audit
☐	F2K APY Warrant Audit	☐	Cost Center Report & Fund; AC's Dist. Update
Validated by:		Date of District & BAS Notification:	