

# Commonly Used Account Numbers

<b>Operational Expenses</b>	
701511	Office Supplies
701555	Postage
701750	Subscriptions
701751	Dues & Memberships
<b>Event Expenses</b>	
701527	Event Supplies
701759	Prizes/Awards – Need SSN & Signature
702403	Food (groceries, take-out, catering)
702452	Entertainment Tickets and Other Related Expenses
703004	Bands/Entertainers
703008	Labor Cost for Police During Events
701731	Lease – Bus
<b>Trip and Travel Expenses</b>	
702051	Airfare
702101	Bus/Van Rental
702151	Auto Rental
702201	Mileage Reimbursement – Your Own Vehicle
702251	Lodging Costs
702301	Meals (eating at an establishment off-campus)
702403	Food (groceries, take-out, catering)
702351	Other Travel – Tips, Cab Fare, etc.
702402	Conference Registration
<b>Promotion and Advertising Expenses</b>	
701551	Printing
701552	High Volume Copying – FedEx Office
701604	Advertising Costs/Promo
701758	Apparel – T-shirts
<b>Profits and Fundraising</b>	
507359	General Revenue
<b>Donations</b>	
701760	Donation (making a donation)
503011	Donation (accepting a donation)
<b>Facilities and Equipment Expenses</b>	
701713	Equipment Rental
701716	Facilities Rental