

Financial Statements Information Request  
Form 4 – Due to General Revenue Unallocated  
2016-2017 Fiscal Year

Office of \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone Number \_\_\_\_\_

**Are there any refunds due to the agency on due June 30<sup>th</sup>, that will go to General Revenue Unallocated when received?**

☐ **Yes the agency has refunds due to GR in the follow funds**

Fund Number(s)	Category	Refund total for Fund
_____	001800	_____
_____	001800	_____
_____	001800	_____

Please attach documentation describing the refunds. Please include for each refund owed:

- name of individual or vendor owing the refund,
- the amount owed for each refund, and
- the reason for the refund (i.e. salary overpayment, travel for trip ending 5/31/2017 was overpaid, or goods were returned).

☐ **No the agency does not have refunds due to GR**

For your convenience - Refund information can be provided using space below or attach separately.

Fund ID	Vendor / Person Owing Refund	Amount	Reason for Refund
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____