

**OFFICE OF ENTERPRISE TECHNOLOGY
INFRASTRUCTURE/NETWORK DIVISION**

Intra Agency Invoice
(Journal Entry Required)

DATE: _____

This form authorizes the General Accounting Division to transfer funds from:

PROGRAM: _____

CHARGE PCA CODE: _____

CHARGE AGENCY OBJECT (AOBJ): _____

LHD INDEX: _____

AMOUNT: _____ to the Budget Code shown below for the following items:

ITEM	QUANTITY	PRICE PER ITEM	TOTAL ITEM COST
TOTAL COST			

***NOTE:** The following Local Health Departments are exempt for the cost of the above software products:
Allegany, Calvert, Caroline, Carroll, Charles, Dorchester, Garrett, Kent, Somerset, Washington and Worcester.*

Funds will be transferred to MDH OET, Infrastructure/Network Division (A246R/0838, 0839)

FUNDS CERTIFIED AS AVAILABLE FOR TRANSFER TO THE ACCOUNT ABOVE BY:

Name Signature Title Date

FUND TRANSFER TRANSACTION COMPLETED BY GENERAL ACCOUNTING DIVISION.

Name Signature Title Date

NOTE TO UNIT BEING CHARGED: After form and fiscal signature are complete, attach to [Service Desk ticket](#) requesting licenses/tokens.