



Iowa Department of
Administrative Services

State Accounting Enterprise

Chester J. Culver, Governor
Patty Judge, Lt. Governor

Mollie K. Anderson, Director
Calvin R. McKelvogue, Chief Operating Officer

TO: All Financial Managers AC200807
FROM: Trina Brietske, Daily Processing Program Manager
DATE: April 29, 2008
SUBJECT: New Object Code 2172 Travel Package - International

This is a notice about a new object code in response to department's requests. Please share this information with appropriate staff in your department.

As of **March 1, 2008**, a new object code (2172) has been established for International Travel Packages, this falls into the Out-of-State Travel Class (205). This object code was established in response to department requests, because the package deals do not allow for an actual cost breakdown by object code. This object code is to be used when purchasing a package deal that includes more than one (1) of the following for International expenses: airfare, hotel, car rental or other travel related expenses. Please be sure to list what items the package included in the line description, which may be needed for future reporting purposes.

Please refer questions to me at (515) 281-4497.