Where should I enter an account code in 49er Mart?

Tell Me

1. Enter the account code in the Header Accounting Codes when all items on the purchase requisition are the same.
2. Enter separate account codes on each line of the purchase requisition when purchasing different things on the same requisition (e.g., capital items, non-capital items, maintenance agreements, etc.).

Related FAQs

- Can I still use the Excel-based paper Fixed Assets forms?
- How do I dispose of an asset that is being returned to the vendor?
- Where should I enter an account code in 49er Mart?
- How do I verify who the authorized fixed asset disposition approver is for my area?
- Who is responsible for safeguarding fixed assets?