

UVSC Commodity Codes for General Purchases

Please DO NOT create new commodity codes.

The system will allow you to right now – so please DON'T.

Commodity Code	Account #	Description
ADVERPUB	720505	Advertising and Publicity
AUDIOVIS	720255	Audio Visual Supplies
AUTOPARTS	710505	Auto Parts
AWARDS	720508	Awards and Gifts
BLDGIMP	710108	Building Materials-Improvement
BLDGMNTN	710105	Building Maintenance and Repairs
BOOKS	720155	Books and Publishing -non-Library
BOOKSLIB	720205	Books and Publishing-Library
BUSES	720805	Buses
CHEMICAL	710141	Chemicals
CLOTHING	720511	Clothing/Uniforms
CLTHGINST	720210	Clothing/Uniforms-Instructional
COMPHDW	720720	Computer Hardware/Parts
COMPNET	720725	Computer Network / Parts
CONFSEM	720105	Conf/Seminars-Off Campus
COPYING	720160	Copying Costs Off Campus
ELECTRIC	710111	Electrical Supplies
ENTFEE	720105	Entry Fees
EQPMNTN	710114	Equipment-Maintenance
EQPMTREP	720705	Equipment Repair-Office
EQPREPR	710117	Equipment Repair-Maintenance
EQUIPINST	720215	Equipment-Instructional
FLORAL	720520	Floral Arrangement
FOODCLASS	720260	Food-Classrooms
FREIGHT	720523	Freight-General
FUELAV	720265	Fuel-Aviation
FURNITURE	720715	Office Furniture
GASOIL	710510	Gas/Oil/Grease
GROUNDS	710120	Grounds Maintenance
INSOTH	710315	Ins-Other
INSTRSUPP	720270	Instructional Supplies
JANITORIAL	710123	Janitorial Supplies
KEYS	710126	Keys and Locks
LAPTOP	720720	Laptops
LAUNDRY	710129	Laundry and Linen Services
LUNCHEON	720538	Luncheons/Receptions
MEDICAL	720541	Medical Care and Related Supplies
MEMBER	720544	Memberships
MOVING	720547	Moving/Relocation

Commodity Code	Account #	Description
OFFEQPMT	720710	Office Equipment
OFFGEN	720553	Other Office and General
OFFSUPP	720550	Office Supplies
PAINT	710132	Paint
PARKING	710135	Parking Lot Maintenance
PARTSINS	720275	Parts-Instructional
PARTSMNT	710138	Parts-Maintenance
PERIODBIN	720280	Periodicals Binding
PHOTOSUP	720285	Photo Supplies/Service
POSTAGE	720556	Postage and Handling
PRINTING	720165	Printing Supplies and Services
PROCARD	720559	Procurement Card
RADIOS	710144	Radios / Repair
RENTGEN	720805	Rentals-General
RENTSPA	720810	Rentals-Space
SCENERY	720290	Scenery and Props
SERVCONS	720405	Services-Consulting
SERVCONT	720410	Services-Contract 1099
SERVINST	720415	Services-Instruction
SERVMNTN	710147	Services-Maintenance
SERVOFFICI	720420	Services-Officials
SERVOTH	720425	Services-Other
SERVPROF	720430	Services-Professional
SERVSTAFF	720435	Services-Staffing
SERVTEST	720440	Services-Testing
SHUTTLE	710520	Shuttle Bus Expense
SIGNS	710150	Signs
SOFTWARE	720514	Computer Software
SUBSCRIP	720565	Subscriptions
TESTING	720295	Testing Supplies
TESTMNTN	710153	Testing Services
TONER	720553	Toner Cartridges
TOOLS	710156	Tools and Instruments
VEHICLMTN	710525	Vehicle Maintenance
VEHICLREP	710515	Motor Vehicle Repair

Capital Expense Commodity Codes (77xxxx Expense Accounts)

These codes should only be used for items that are Capital Assets. **Equipment = \$5000 or more** per item or group of items that work together as a system should be classified as Capital Assets. **Building / Infrastructure / Land Improvements = \$50,000 or more** per project should be classified as Capital Assets. For more information please contact Nathan James extension 7416.

Commodity Code	Account #	Description
CAIRCRAFT	770005	Aircraft
CAUDIOVIS	770010	Audio Visual Equip
CDATAPRO	770015	Data Process Equip/Computers
CINSTEQP	770020	Instructional Equip
CMISCEQP	770025	Misc Equipment
CMOTVEH	770030	Motor Vehicles
COFFEQP	770035	Office Equipment
CBLDGS	770040	Buildings/Additions/Major Imp
CINFRAS	770045	Infrastructure
CLANDIMP	770050	Land Improvements-Depreciable
CLANDIMP	770055	Land Improvements-Non Depreciable
CLANDPUR	770060	Land Purchases
CLEASES	770060	Leases
These codes are for non-capital leases		
LEASEBLD	720355	Lease Payments-Buildings
LEASEEQP	720360	Lease Payments-Equipment
LEASEOTH	720365	Lease Payments-Other