



NEW YORK STATE  
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## Division of Financial Management

DFM Bulletin

Number 0904

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TO : Holders of the Financial Planning and Control Manual

SUBJECT: Revenue Manual Update - Electronic Record Searches - Revenue Cost Center


*\* This bulletin should be used in conjunction with DFM Budget Bulletin 0804, dated 4/28/08.*

Section 3.120.7, Part IV, page 23 of the Financial Planning & Control Manual has been amended to reflect a revised cost center for the crediting of sums collected for all electronic record searches. The correct cost center is **813699**.

Part IV of the UCS Financial Planning & Control Manual reflects this change and is available on the Division of Financial Management's CourtNet website:

<http://www.nycourts.gov/admin/financialops/FPCM.shtml>

Please ensure distribution of this bulletin to all personnel within your respective jurisdictions who may be responsible for the collection, recording or classification of UCS revenues, or the monitoring of internal controls relating thereto. Thank you for your cooperation.

NYS UNIFIED COURT SYSTEM  
FOR ADMINISTRATIVE  
PURPOSES ONLY  
  
Charles J. Hughes