



## Application For New Dissection Form

### Application Details

Proposed Dissection Name

Proposed Dissection Number

Reason for Proposed Dissection

Ledger Dissection To Be Opened In?                      (GL) General Ledger                      (PL) Projects Ledger                      (TL) Trust Ledger

Reporting Management Selection Code  
(GL and PL Only)

Reporting Council Selection Code (GL  
Only)

Reporting Cashflow Selection Code (GL  
and TL Only)

Reporting Ministry Selection Code  
(GL Only)

Reporting Costing W Selection Code (PL  
Only)

Application Date

Applicants Name

Applicants Telephone No.

Applicants email address

Applicants Signature

#### FSD Authorisation

Authorised by: (Financial Accountant)		Date
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#### FSD – DMU Office Use Only

Date Application Received	Date Application Processed	Dissection Lists Updated	Date Applicant Advised
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**Upon Completion of this form, the signed form needs to be returned to the Financial Accountant, Financial Services Division.**

**Or Scan the completed and signed form and email to: [financial.accountant@otago.ac.nz](mailto:financial.accountant@otago.ac.nz)**