
ORBITS Audit Request Transmittal
2009-2011 Budget Preparation

AGENCY NAME: _____ AGENCY NUMBER: _____
SABR COORD: _____ PHONE NUMBER: _____
FAX NUMBER: _____

The Agency's budget information is complete for the phase check-marked below:

- 2009-2011 CROSS REFERENCES
- 2005-2007 PCA/INDEX TO CROSS REFERENCE CROSSWALK
- 2005-2007 ACTUALS (attach the following);
 - AUD100 Audit Error Report from S-01 version
 - AUD004 Transfer and Special Payments Report from A-01 version or documentation confirming agreement between agencies
- 2009-2011 ESSENTIAL BUDGET LEVEL (attach the following):
 - AUD100 Audit Error Report from S-01 version
 - Online Price List Report (go to <http://oasis.iservices.state.or.us/pricelist/index.asp>)
 - Summary of 2009-2011 Budget form(s)
- 2009-2011 AGENCY REQUEST (attach the following):
 - AUD100 Audit Error Report from S-01 version
 - AUD004 Transfer and Special Payments Report from A-01 version or documentation confirming agreement between agencies
 - Summary of 2009-2011 Budget form(s)
- 2009-2011 GOVERNOR'S RECOMMENDED (attach the following):
 - AUD100 Audit Error Report from T-01 version
 - AUD004 Transfer and Special Payments Report from J-01 version or documentation confirming agreement between agencies
 - Personal Services Recon Worksheet
If not used, check this box
- 2009-2011 LEGISLATIVELY ADOPTED (attach the following):
 - Bill numbers used: _____
 - AUD100 Audit Error Report from U-01 version
 - AUD004 Transfer and Special Payments Report from K-01 version or documentation confirming agreement between agencies
 - Personal Services Recon Worksheet
If not used, check this box

(For SABR use only):

Received: _____ Analyst Approval: _____
Locked: _____ Approval Date: _____
Printed: _____