

Allowable Items to be purchased on Invoice Voucher

Revised 9/18

ITEM	ACCOUNT
Advertising at Ryan Center (Learfield Communications Rhody Sports Properties, LLC)	5332
Agency Funds 900	
✓ Books, Textbooks, Library Books, Periodicals & Media Subscriptions	5432
✓ Dues and Subscriptions (excludes software subscriptions)	5324
Employee reimbursement (memo required w/explanation – see FAQs)	
Foreign Port Ship Agent (Fund 126) (Endeavor)	5269
Foundation (Fund 401) Payments (unrestricted funds only)	
<u>Honorariums & Foreign Honorariums</u> *one time guest speaker/lecturer	5269
Insurance (approved by URI Safety & Risk)	5326
Land Acquisitions & Easement Rights	9657
Legal service (vendors approved annually by state)	
Legal settlements	
✓ Licenses (professional, employee related)	5324
<u>Meals</u> (excludes catering or direct pay to restaurants)	5455
✓ Medical Expense – Reimbursements of third parties for client-demand services, e.g., payments for medical services when the client selects the physician shall be considered benefits for which competitive solicitation is not required.	5261; 5434
✓ Memberships (employee related, Internet2)	5324
✓ Postage	5321
Payments to Cities or Towns (with no written agreement)	5265; 5455
Payment to State - no written agreement	
<ul style="list-style-type: none"> • Permits • BOE post retire health insurance payments Fund 910 • Escheatment • RI Atomic Energy • RI DoIT computer fees • URI Box Office (cost of ticket office) • State OPEB Trust 	
Performing Artist (attach contract)	
Refunds (Students, Parents, Sponsored Agencies)	2240
✓ Registration/Conference/Seminar Fees (off-site)	5441
Reissue stale dated checks	2122; 2124; 2125
✓ Reprints of Books, Periodicals	5331
✓ Royalties	5432
Sewer Use Charges	5412
State of RI – Legislative Pass Through Grants	
Tuition (study abroad or 3 rd party)	
Utility Charges (not cell phones)	5411
Extraordinary Exceptions – will need to be reviewed and approved on a case by case basis by URI Controller	
Pre-NAPLEX Exam Vouchers (Pharmacy Students) effective May, 2016	5432
GSO - Shipping (exception grants through 12/31/2017)	5325
Endeavor Satellite Phone (Fund 126) effective February, 2016	5320

✓ Purchase is allowable on PCard