

Capital Assets - Summary of Activity Disclosure

Agency Code: _____ Agency Title: _____

90.40.38.A Capital Assets - Summary of Activity Disclosure

Capital Assets

Increases in assets will be debit amounts and should be entered as positive numbers.
 Decreases in assets will be credit amounts and should be entered as negative numbers.
 Adjustments can be either debit or credit amounts. Examples of adjustments include: transfers between agencies and/or accounts, impairments, and certain immaterial prior year corrections. Adjustments require an entry in the Comment field.

Account Code & Title	GL Code & Title	Beginning Balance from AFRS	DR Additions	CR Deletions	Adjustments	Calculated Ending Balance	Ending Balance from AFRS	Difference (Must be zero)	Comment

Depreciation/Amortization and Allowance for Depreciation/Amortization

Increases to depreciation/amortization expense are debits. If you have a credit to depreciation/amortization expense, please review and correct it in AFRS if appropriate, otherwise explain it below.
 Increases to allowance for depreciation/amortization are credits. A debit to allowance for depreciation/amortization would be appropriate if there was a sale or disposal of an asset. If an asset is sold or disposed of, the asset GL code is credited and the allowance for depreciation/amortization GL code is debited.
 Adjustments can be either debit or credit amounts. Examples of adjustments include: transfers between agencies and/or accounts, impairments, and certain immaterial prior year corrections. Adjustments require an entry in the Comment field.

Account Code & Title	GL Code & Title	Beginning Balance from AFRS	DR	CR	Adjustments	Calculated Ending Balance	Ending Balance from AFRS	Difference (Must be zero)**	Comment

* Data from AFRS
 ** A minor difference may exist due to rounding.

Reconciliation of Depreciation/Amortization Expense to Allowance for Depreciation/Amortization

Debits to Depreciation/Amortization Expense should equal credits to Allowance for Depreciation/Amortization.

Total Depreciation/Amortization Expense debits from above: _____

Total Allowance for Depreciation/Amortization credits from above: _____

Difference (should be zero): _____

If there is a difference, provide an explanation below:
