



**Object Code Quick Reference Guide**

<b>Object Code</b>	<b>Title</b>	<b>Item</b>
6300	Purchased Professional Services	<b>Conference Registration</b> Consultants Vendor Services (i.e., tutoring) Technical Services Speakers
6400	Services	Equipment rental – including band instruments District Car Rental ( <i>rental for employee travel should be 6500</i> )
6500	Other Purchased Services	<b>Employee Travel</b> -Lodging, Hotel, Transportation - Conference registration goes under 6300 Mileage reimbursement – home visits, school sites <b>Student transportation</b> – bus, airfare ( <i>use 6800 for lodging/meals/entrance fees</i> ) Advertising Printing service Internet services
6600	Supplies	Consumable items – food, class supplies, flash drives Incentives Gift Cards Fuel district provides for employees using district vehicle ( <i>gas from gas station is 6500</i> )
6700	Supplies under \$5,00 (Technology Related)	Technology support under \$5,000 Laptops, tablets Hot spots
6800	Other Expenses	Dues and Fees Membership dues <b>Student travel</b> costs – hotel, food, and entrance fees ( <i>use 6500 for student transportation</i> )