



## ACCOUNT INFORMATION FOR EQUIPMENT ASSETS

**For assets that are to be inventoried and cost below \$4999.99:**

ACCOUNT CODE	DESCRIPTION	COST	EXAMPLE 1	EXAMPLE 2
743200	Equip Purch-Small Val-Invent	<b>Miscellaneous Equipment -Required if cost \$3000.00 to \$4999.99</b> <i>Optional for departments to select for assets under \$2999.99 (this account should be selected if the department needs the asset on inventory)</i>	\$750.00 Microscope - Department/Unit has a need to inventory at \$750.00	\$4500.00 microscope – required to be on inventory
743500	Furnit/Fix-Small Val-Invent	<b>Furniture Purchases - Required if cost \$3000.00 to \$4999.99</b> <i>Optional for departments to select for assets under \$2999.99 (this account should be selected if the department needs the asset on inventory)</i>	\$1000.00 Desk – Department/Unit has a need to inventory at \$1000.00	\$3000.00 Desk – Required to be on inventory
744200	IT Equip Inventory	<b>IT Equipment - Required if cost \$3000.00 to \$4999.99</b> <i>Optional for departments to select for assets under \$2999.99 (this account should be selected if the department needs the asset on inventory)</i>	\$499.00 iPad – Department/Unit has a need to inventory at \$499.00	\$4000.00 Server – Required to be on inventory

**For non-inventoried assets below \$3000.00**

ACCOUNT CODE	DESCRIPTION	COST	EXAMPLE
733100	Software	<b>Software</b> Less than \$1,000,000	Software with a cost less than \$1,000,000
743100	Equip Purch-Small Val-NonInvt	<b>Miscellaneous Equipment (non-inventoried)</b> Less than \$3,000.00	\$750.00 Microscope – No Department/Unit need to inventory at \$750.00
743400	Furnit/Fix-Small Val-NonInv	<b>Furniture (non-inventoried)</b> Less than \$3,000.00	\$1000.00 Desk – No Department/Unit need to inventory at \$1000.00
744100	IT Equip Non-Inventory	<b>IT Equipment (non-inventoried)</b> Less than \$3,000.00	\$499.00 iPad – No Department/Unit need to inventory at \$499.00
7141XX	Supplies & Materials (select appropriate S&M account based on purchase)	Includes the cost of all types of supplies and materials (consumable) used in the operation of the institution.	Supplies and Materials accounts range from 714100 to 714131. Selected appropriate account based on what is being purchased.



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### Capitalized (Equipment) Assets

ACCOUNT CODE	DESCRIPTION	COST	EXAMPLE
<b>818100/818300</b>	Lease/Finance Purchase	Refer to the GASB 87 guidelines on the appropriate expense account.	Refer to UGA lease guidance at <a href="https://busfin.uga.edu/accounting/gasb87/">https://busfin.uga.edu/accounting/gasb87/</a>
<b>841100</b>	Motor Vehicle Equipment Purchase	\$5000.00 or greater	Any vehicle (Truck, Van, Sedan, SUV, etc)
<b>833100</b>	Software	\$1 Million or greater	
<b>843100</b>	Equipment Purchase - Inventory	\$5000.00 or greater	Lab Equipment, Boats, Tractors, ATV, Copier machines, Projectors, Audio/Visual equipment, etc.
<b>843300</b>	Computer / IT Purchase	\$5000.00 or greater	Includes material electronic data processing items of a non-expendable nature, costing \$5,000.00 or more. Items in this group would include, but not be limited to, computer mainframes, mini-computers, data storage units, printers, firmware, terminals, and personal computers.
<b>843400</b>	Capitalized Collections	Capitalize all	Artwork, Antiques & historical artifacts.

#### Additional Information:

- This document does not include all accounts, only those commonly used to purchase equipment assets. Please refer to the full chart of accounts for expenditures if needed.
- For assistance, please contact the OneSource Service Desk at 706-542-0202 or at [onesource@uga.edu](mailto:onesource@uga.edu).