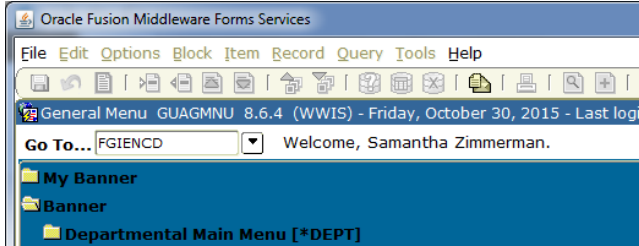
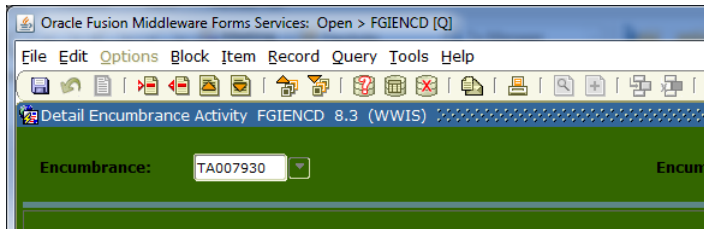


How to Check an Encumbrance for a TA in Banner

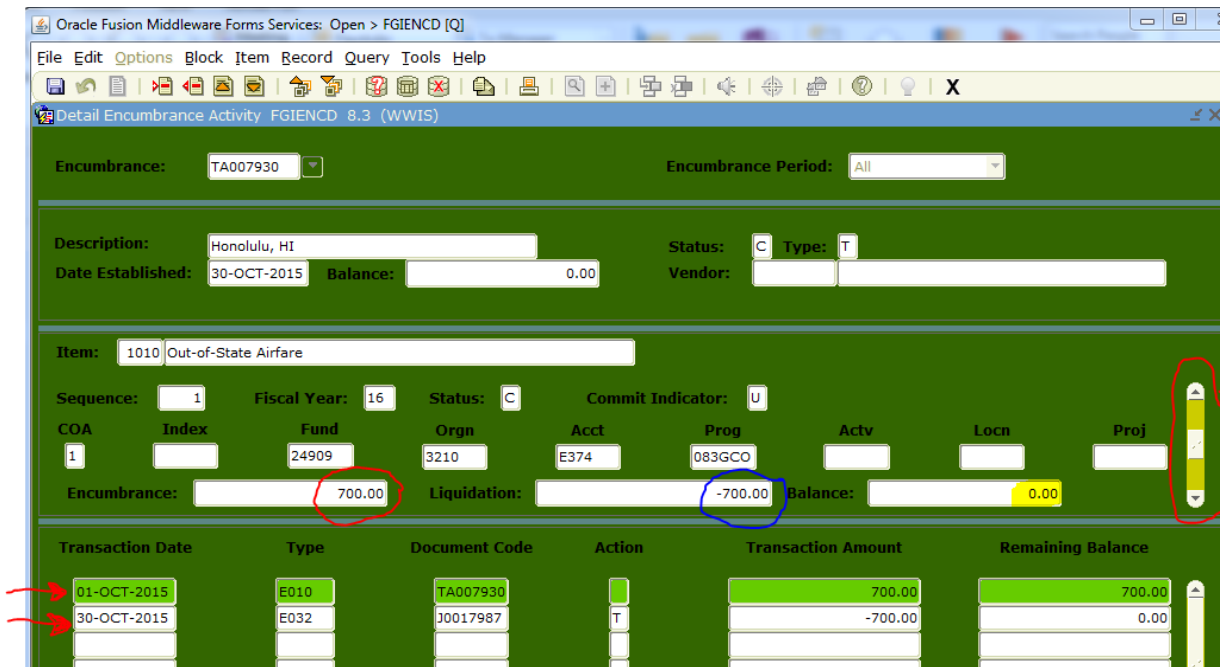
1. Enter FGIENCD into the “Go To” field and hit “Enter”.



2. Enter the TA number in the “Encumbrance” field and type “CTRL” + “Page Down” at the same time.



3. Use the down arrow in the middle screen to scroll through items. The original Encumbrance, any liquidation, and remaining balance will be showing in the middle section. The bottom section will show you the transactions that encumbered or released the encumbrance:



A JV number is typically an encumbrance released from TEM.