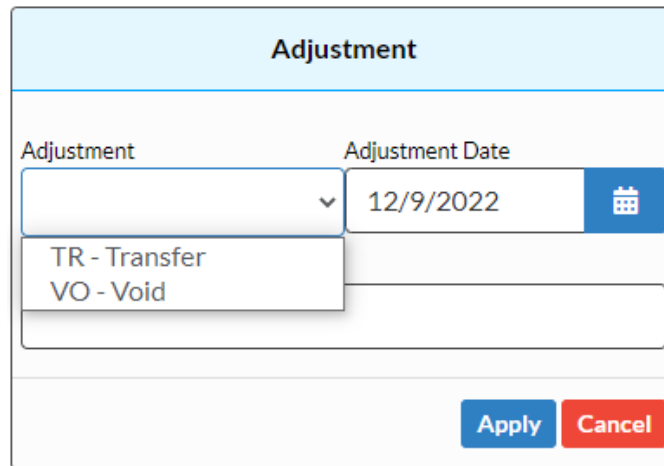



After you have entered disbursements into Crimson, you have the ability to use two adjustment types: **Transfer** and **Void**. When in a disbursement, click the **Adjust** button.



Adjustment	
Adjustment	Adjustment Date
<input type="text" value=""/>	12/9/2022 
<ul style="list-style-type: none"><li>TR - Transfer</li><li>VO - Void</li></ul>	
<input type="text" value=""/>	
<input type="button" value="Apply"/> <input type="button" value="Cancel"/>	

- **Transfer**: When a disbursement needs to simply be transferred from one vendor to another. Usually used when a disbursement was mistakenly assigned to the wrong vendor. An adjustment date and existing vendor is required. This type of adjustment does not show any information on FEC reports.
- **Void**: When a disbursement needs to be voided and have the void adjustment show up properly on FEC reports.