

Administrative and Legal Fees

93151510	Administrative fees or tax collection services	02-02	Any fees for Professional Administrative work not associated with UW Employee
80120000	Legal services	02-05	Legal fees
44112004	Meeting planners	02-95	Hire of a meeting planner and/or facilitator
90000000	Travel, food, and lodging services	03-20	Travel associated with contractors performing a service

Memberships and Associations

94101604	Accounting associations	03-30	Membership dues
94101500	Business associations	03-30	Membership dues
94101601	Dental associations	03-30	Membership dues
94101608	Engineering associations	03-30	Membership dues
94101602	Medical health associations	03-30	Department of Health dues
94101600	Professional associations	03-30	Membership dues
94101609	Scientific associations	03-30	Membership dues

Consultants, Design, & Educational Services, etc

86000000	Education and Training Services	02-33	Education and training fees for faculty and staff
91111901	Infant or child daycare service	03-69	Daycare fees
82112000	In-person language interpretation services	02-95	Sign language or any language interpreters
82130000	Photographic services	02-95	Faculty head shots for websites
80101510	Risk management consultation service	02-95	Risk or insurance consultations
81112103	Web site design services	02-95 or 03-99	Contractor time to design a website
82111804	Written translation services	02-95	Charges to translate a manuscript into English
90000000	Travel, food, and lodging services	03-20	Travel associated with contractors performing a service

Conferences and Meetings

90111601	Conference centers	03-91	Fees to reserve conference centers and locations
90111600	Meeting facilities	03-91	Payment of meeting facility fees for outside UW meeting location
93151517	Registration fees	03-34	Conference fees
44112004	Meeting planners	02-95	Hire of a meeting planner and/or facilitator

Travel, Food and Lodging

90000000	Travel, food, and lodging services	03-20	Travel associated with contractors performing a service
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Food, Banquet and Catering

90101600	Banquet and catering services	03-99	Catering services from suppliers outside UW
48101711	Bottled water dispenser	03-89	Crystal springs water dispenser only (use 03-75 for water bottles)
90101603	Catering services	03-99	Catering services from suppliers outside UW
50000000	Food and beverages	03-75	All food, water and beverages

Facility Maintenance and Rental

72102900	Facility maintenance and repair services	03-60 or 03-64	Painting or carpentry services, etc
80131500	Lease and rental of property or building	03-80	Real estate lease or rentals
95141706	Storage rental	03-80	Rental fees attached to storing UW goods

Permits

93151516	Building permit	03-29	City of Seattle building permits
81102500	Permitting services	03-29	City of Seattle building permits

Computers and Computer Equipment

43210000	Computer Equipment and Accessories	05-43 or 06-10	Laptops, desktops, printers, etc
93151517	License or registration fee	03-30	Any licenses or registrations

Equipment Maintenance, Hardware and Machining

32000000	Electronic Components and Supplies	05-99	Circuit boards and parts, etc
32130000	Electronic hardware and component parts and accessories	05-99	Any electronic or industrial hardware parts and accessories
81141504	Equipment calibration or repair	03-69	Pipette calibration, etc
31160000	Hardware	05-99	Any hardware purchase except computers

73181000	Machining Services	03-60	Creation of specific metal bolts or other machining services
81112201	Maintenance or support fees	03-64	Website maintenance
78181500	Vehicle maintenance and repair services	03-33	Purchase of tires for UW vehicle

Lab Equipment and Supplies

12142109	Dry Ice	05-31	Dry Ice from Airgas
41120000	Laboratory supplies and fixtures	05-99	Any lab supplies
85161500	Medical or surgical equipment repair	03-60	Repair fees associated with medical or surgical equipment
85161504	Medical or surgical equipment service agreement	03-64	Maintenance agreement for medical or surgical equipment
41115822	Microbiology analyzer accessories or supplies	05-99	Culture analyzer equipment and supplies
41106402	Miscellaneous primers	05-33	Primers, custom olios, dna sequencing
41121500	Pipettes and liquid handling equipment and supplies	05-99	Pipette repairs
51201600	Vaccines, antigens and toxoids	05-33	Purchase of antigens or flu shots

Office Supplies

60140000	Toys and games	05-99	Invetec invoices, supplies for waiting rooms
14111507	Printer or copier paper	05-64	Office paper

Printing, Documents, and Publications

80161508	Document destruction services	03-69	Shredding services for sensitive documents
82101503	Magazine advertising	03-21	Advertising for jobs in local or national magazines
55101506	Magazines	03-36	Subscriptions to periodicals
82101504	Newspaper advertising	03-21	Advertising for jobs in local or national papers
55101504	Newspapers	03-36	Seattle Times subscription
44101501	Photocopier	03-64 or 03-89	Payment to Xerox, Icon, etc for photocopier rental
82121701	Photocopying Service	03-51	Payment to an outside service to provide photocopies
55101500	Printed publications	03-36	Printing of books or magazines
82121500	Printing	03-58	Printing of flyers, postcards, etc not performed by Creative Communications
14111507	Printer or copier paper	05-64	Office paper

Freight and Mailing Services

78000000	Transportation, storage and mailing services	03-24	Shipment not associated with a purchase such as FedEx, UPS, Expeditors Int'l
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