



BOB RILEY
Governor

JAMES ALLEN MAIN
Director of Finance

STATE OF ALABAMA
DEPARTMENT OF FINANCE
OFFICE OF THE STATE COMPTROLLER

RSA UNION
100 North Union Street, Suite 220
Montgomery, Alabama 36130-2602
Telephone (334) 242-7050
FAX (334) 242-2440

ROBERT L. CHILDREE
State Comptroller

October 7, 2004

MEMORANDUM

TO: All State Agencies

FROM: Robert L. Childree
State Comptroller

SUBJECT: Internet Service

Effective October 1, 2004, sub-object 0700-13, Internet Service/Access, should be used to capture the access portion of internet service (what is paid to ISD, Earthlink, MSN, Bellsouth, Charter, etc. for the actual connection to the internet). Any other fees or charges such as Westlaw, criminal records databases, etc. that are accessed through the internet should be charged to 0900-27. With the exception of ISD, all payments for internet connections or access to databases which exceed \$500 for the fiscal year must be on a purchase order.

In addition, remember that all internet related services/charges, including domain registrations, must have ISD approval.

Should you have any questions about this matter, please contact Lisa Chadwick in my Accounts Payable Section at (334) 242-7061, or by email at lchadwick@comptroller.state.al.us. Thank you for your cooperation.

RLC:lmc