
Unallowable Expenditures

Revised: 07.30.09

I. POLICY

The following items **should not** be paid from university funds:

- Air Cleaners/Purifiers/Filters
- Alcoholic beverages
- Calling Cards
- Christmas Cards
- Coffeepots
- Cups, water glasses, napkins, tableware, etc
- Decorations
- Facial Tissue
- Flowers
- Food or beverages for departmental activities
- Gifts
- Gift Cards for Employees
- Greeting Cards
- Holiday Cards
- Holiday Decorations
- Kleenex
- Lost Departmental Keys
- Parking Permits for UND Staff/Faculty/Students
- Personal care items
- Phone Cards
- Pictures
- Picture Frames
- Plants
- Software installed on Non-University owned computers
- Water Coolers

Any exceptions will be approved on a case-by-case basis.

Please note that this is not an all inclusive listing. If you have questions please contact Accounting Services.