

## Office of Finance & Budget

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Financial statements are available in your Sharepoint folder. To access your Sharepoint folder, please add your last name to this link (<a href="https://uazips.sharepoint.com/sites/CPSPE Financials/Budgets/yourlastname">https://uazips.sharepoint.com/sites/CPSPE Financials/Budgets/yourlastname</a>) where indicated and enter your full UA email address and password.

The Guide to Reports has been updated on your folder. It includes information to guide you through new reports which have been added.

Please note that we have highlighted accounts that are ending within the next 30, 60, 90, 120 days, and expired on the financial summary report to assist with tracking.

Please contact the finance office if you have any questions.