

MONTHLY TIP: **SEPTEMBER 2026**

BROUGHT TO YOU BY



BANNER FINANCE TIP: **WHAT IS APPROVAL ROUTING?**

**APPROVAL ROUTING IS THE FUNCTION IN
BANNER FINANCE THAT DETERMINES WHO
MUST REVIEW AND APPROVE
TRANSACTIONS BEFORE THEY MOVE
FORWARD.**

***APPROVAL ROUTING CAN BE UPDATED
BY COMPLETING A BANNER APPROVAL
QUEUE SETUP FORM IN LASERFISHE.***