



Accounting & Financial Services
800 Grace Hall

Signatory Authorization

In order to preserve the financial integrity of accounts entrusted to us, the Accounting & Financial Services Department (AFS) allows only authorized signatures for disbursement of funds. If you wish to grant any other individual(s) the authority to initiate charges against your account, please complete this form, include your signature and that of each designee, and return to AFS. Without this authorization, only the principal investigator(s) will be allowed to charge against this account.

Date: _____

I, _____
Print/Type Name

_____, Budget Administrator/Principal Investigator,
Signature

designate authority to the following individual(s) to approve expenses for:

FUND _____

ORG _____

Print/Type Name

Signature

Dollar Limit (if any)

Print/Type Name

Signature

Dollar Limit (if any)

Print/Type Name

Signature

Dollar Limit (if any)

Mail to:
Accounting & Financial Services
800 Grace Hall

or, fax (574) 631-8549