University of Alaska Southeast

AUTHORIZED SIGNATURE CARD

FY_____ **Date** _____

Organizational Unit Title _____ **ORG #** _____

Restricted Fund (if applicable) and Project Title _____ **FUND#** _____

Principal Investigator _____ **Restricted Fund End Date** _____

Authority to Commit Funds (check as appropriate)

Name	Sample Signature	INI	PO	AP	TA	BD	JV	POS	Job

****Signature Card NOT VALID without signature.**

_____ _____

Signature of VC, Dean, Director or Dept. Head **Date

LEGEND:

INI	Initials as Signed
PO	Requisitions, Limited Purchase Orders, Blanket Purchase Orders, Change Orders, Call Numbers
AP	Check Request, Petty Cash, Local Mileage, Direct Pays
TA	Travel Authorization, Travel Expense Report, Transportation Request
BD	Budget Revisions
JV	Journal Vouchers
POS	Position requisition
JOB	Job form - Personnel