

# RETURN TO GRANTS & CONTRACTS

## University of Alaska Southeast

### AUTHORIZED SIGNATURE CARD

FY \_\_\_\_\_

Date \_\_\_\_\_

Department  
Unit Title \_\_\_\_\_

Org. \_\_\_\_\_

Restricted Fund (if applicable)  
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

**\*\*Any individual requesting signature authority on this grant must be listed above\*\***  
Including P.I.'s, Deans, and Department Heads

**\*\*Signature Card not valid  
without signature**

\_\_\_\_\_  
\*\*Principal Investigator or Dept. Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
\*\*Designated individual to act on behalf of P.I.,  
Dean, Director, of Department Head in his/her  
absence (no formal memo is necessary)

\_\_\_\_\_  
Date

**Acting on behalf of:**

#### LEGEND:

- 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
- INI Initials as Signed
- POS Position Requisition

