

Approved Signature

The following individual in this department is authorized to approve the commitment of University funds.

First Name:

Last Name:

PeopleSoft EMPLID:

Title:

Department:

Department Address:

Phone Number:

Fax Number:

E-mail Address:

Signature of Individual listed above: _____

Authorization from Budget Manager

[Finding the budget manager in GL Inquiry](#)

Authorized Chartfield Combinations:

Bus Unit	Department	Fund	Program	Project	Budget Manager *
UMS06					
UMS06					
UMS06					
UMS06					
UMS06					
UMS06					

Budget Manager Information

Signature of Budget Manager

Print Name of Budget Manager

Budget Manager's Email

Budget Manager's PeopleSoft EMPLID

*If there is more than one budget manager associated with the chartfield combinations, please have both budget managers sign this form or fill out another form.