

Alfred University

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Signature Authorization Form

The employee(s) listed below are authorized to approve transactions to the funds / orgs listed below up to the dollar limit if indicated. This is not a delegation of financial manager responsibility. The financial manager retains signature authorization and ultimate responsibility. This authorization will remain in effect until revoked by an authorized individual.

Funds			Orgs		

Authorized Employees

Name (Print)	Signature	Dollar Limit	Date

APPROVAL (PRINT NAME)	TITLE
APPROVAL (SIGNATURE)	DATE