

DEPARTMENT AND STUDENT ORGANIZATION MUSTANG MONEY PURCHASE AUTHORIZATION

Purchasing Account: _____
Dept/Org Name Account Number

Total Mustang Money purchase of \$ _____ to be applied as follows:

\$ _____ to Department Card # _____

Qty _____ Mustang Money Voucher(s) in the amount of \$ _____ each. Total: _____

Qty _____ Mustang Money Voucher(s) in the amount of \$ _____ each. Total: _____

Qty _____ Mustang Money Voucher(s) in the amount of \$ _____ each. Total: _____

Qty _____ Mustang Money Voucher(s) in the amount of \$ _____ each. Total: _____

The undersigned is an authorized signature on the above referenced account number and approves the expenditure as listed above.

X

Signature of Account's Authorized Responsible Person

Date

The undersigned acknowledges receipt of the above listed Department Card and/or Vouchers and takes full responsibility for their distribution to the above named Department or Organization.

X

Signature of Responsible Person Acknowledging Receipt

Date

For Office Use Only

BUSINESS SERVICES: Please acknowledge the transfer from the above reference account to the Mustang Money Account #900225 by returning this completed form to Karen Malmberg, SC227. Thank you.

Bus. Office Only \$ _____

By _____

Date _____