

Oregon State UniversityPO Box 1086, Corvallis, OR 97339-1086
Telephone: 541-737-3031 Fax: 541-737-0625**PAYMENT IN EXCESS OF ONE MILLION DOLLARS**Return completed form with attached original documents to:
OSU Business Affairs, Financial Accounting and Analysis for payment processing._____
Vendor_____
Payment Amount_____
Banner Document Number_____
INDEX CODE

Unless otherwise notified, OSU Business Affairs will send payment to the above named vendor via US Postal Service - Returned Receipt Requested. Additional mailing expenses will be billed to the cost center initiating the above payment.

My signature verifies that I, or my designees, have reviewed the above request. I confirm that the appropriate documents are in place and attest to the propriety of the transaction.

For Goods and Services:_____
Kelly Kozisek
Chief Procurement Officer**OR**Tamara Gash
Assistant Procurement Director

Date: _____

For Capital Construction Projects:_____
Stephanie Harvey
Director of Capital Budgeting, Specialized Admin Svcs**OR**Diane McGill
Fiscal Coordinator 2

Date: _____