

Oregon State UniversityPO Box 1086, Corvallis, OR 97339-1086
Telephone: 541-737-4262 Fax: 541-737-0625**PAYMENT IN EXCESS OF FIVE 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: _____

AND

With my signature I attest that the above named transaction is an appropriate expenditure and that I authorize issuance of payment.

Michael Green
Vice President Finance and Administration/CFO**OR**Sherm Bloomer
Director, Budget and Fiscal Planning

Date: _____

Edward Feser
Provost, Executive Vice President**OR**Becky Warner
Vice Provost

Date: _____