UNIVERSITY of HOUSTON

Certifying Signature List

Policy MAPP 05.02.01

Authorized signature list for transactions outside of Finance System workflow (eg., Concur, P-Card, Endowment Management, Facilities, Telecom, etc.,). This does not include delegation of authority to sign contracts.

Fiscal Year: _____

College/Division: _____

Employee Name	Employee ID	Employee Signature	Dept IDs (Type Dept IDs or "All College/Division")

The employees indicated above are the only authorized signatories for expenditure purposes outlined in policies MAPP 05.02.01, SAM 03.F.02, and SAM 03.F.03. It is the responsibility of the College/Division to update the form as changes occur during the year.

Approved By:

Senior Business Official (Dean or Division Vice President): _____

Primary Business Officer (College/Division Administrator): _____

Submit duly completed form to finsys@central.uh.edu or upload to https://uofh.sharepoint.com/sites/cfa/controlleroffice/FY (appropriate fiscal year)