

Authorized Signature Form - Agency Account - Student Organization

Exhibit 5-C(3)

Fiscal/Academic Year: _____

(TWO TO FOUR STUDENT OFFICERS REQUIRED)

Account Name: _____

Account #: _____

(print or type clearly) Organization Role-Title *REQUIRED*	(print or type clearly) Name - Authorized Person *REQUIRED*	(print or type clearly) MSU NETID: @msu.edu *REQUIRED*	(INK SIGNATURES ONLY) Authorized Signature *REQUIRED*
Ex: Treasurer	Johnny Spartan	spartanj @	<i>Johnny Spartan</i>
		@	
		@	
		@	
		@	

Note: Student Organizations and their officers are responsible for any financial obligations incurred by the organization and for any overdraft in their University Account. **Original ink signatures only.** Faxed, copied or stamped signatures are not allowed.

Instructions - Authorized Signature Form:

A new signature form must be completed each time there is a change in the persons authorized to sign for the organization.

The organization's President and Advisor must approve all authorized persons by signing below. Only those persons signing this form (above) are considered authorized signers for the account.

Signatures are valid until new account form is received by Accounting Department.

Advisors cannot be authorized signers for the account.

Approval - President of Organization: _____ Date: _____

Approval - Advisor of Organization: _____ Date: _____

Verification

Dept of Student Life: _____ Date: _____