

Western State College of Colorado

Change to Banner Authorized Signatures Form

Department Name _____ Date ____________

Organization Code: _____ Que ID: _____

This form is used to change the authorized signatures on an established approval queue.

CHANGE TO AUTHORIZED SIGNATURES

The following change is requested to the list of persons authorized to approve documents for the organization named above. (Circle Add to add a person to the list, Chg to change an authorized amount, or Del to delete a person from the list.)

1. Add / Chg / Del

Print Name Print BANNER ID (ADP_WES, FIN_MARTY)
Change to or amount authorized to approve (999,999.99 = Unlimited) \$ _____

2. Add / Chg / Del

Print Name Print BANNER ID (ADP_WES, FIN_MARTY)
Change to or amount authorized to approve (999,999.99 = Unlimited) \$ _____

3. Add / Chg / Del

Print Name Print BANNER ID (ADP_WES, FIN_MARTY)
Change to or amount authorized to approve (999,999.99 = Unlimited) \$ _____

4. Add / Chg / Del

Print Name Print BANNER ID (ADP_WES, FIN_MARTY)
Change to or amount authorized to approve (999,999.99 = Unlimited) \$ _____

5. Add / Chg / Del

Print Name Print BANNER ID (ADP_WES, FIN_MARTY)
Change to or amount authorized to approve (999,999.99 = Unlimited) \$ _____

Approved By _____ Date ____________

President / Vice President