



Transfer to UO Check Disbursement Request

Use this form to transfer funds from a UO Foundation fund to a University (state) index.
A receipt or invoice must be attached for each amount requested from a President's Fund.

Prepared by (name) _____ Phone # _____
Department _____ Request date _____

Payable to _____ Vendor #V000058
 UO Cashier
 University of Oregon
 (payment will be sent to UO Cashier by ACH
 Transfer)

Deposit to _____ (A) Index # _____ Activity _____
 OR _____
 (B) Fund # _____ Org # _____ Prog # _____
 Account # _____ 03651 (indicates UO Foundation is source of funds)

Description of expense _____

Double click to access the table below. If additional rows are needed, use the Insert menu, then manually expand the field by clicking and dragging down the lower edge to make sure all rows show and print appropriately.

Fund Name:	Fund #	GL #	2nd Ref	Amount
			Total:	\$ -

I attest that this request is consistent with all restrictions on the use of this fund and that these restrictions will be followed when these funds are subsequently disbursed by the University.

Authorized signer

Date

UO Foundation Processing

Entered by	Voucher #	Date received
Foundation review	AP Type 0002	Date disbursed