



Montana State University-Billings
Student Organization Account and Signature Authorization



Student Organization: _____

Index #: _____

The individuals listed below, of which at least one is an MSU-Billings faculty or staff member, are duly authorized to sign documents for the above named account. Student Organization Accounts require a minimum of 2 signatures on each document of which one must be your faculty or staff advisor.

Fund Controllers Signatures

Fund Controllers Printed Name

Four horizontal lines for fund controller signatures

Four horizontal lines for fund controller printed names

Director of Student Life

Date

ASMSU-Billings Funded Organization

This portion must be filled out in addition to the top portion only if your organization is an ASMSU-B funded organization.

ASMSU-Billings President

ASMSU-Billings Business Manager

Vice Chancellor for Student Affairs

To Be Completed by Financial Services

Type of Fund:

_____ Unrestricted

_____ Restricted

_____ Designated

_____ Auxiliary

_____ Agency

_____ Loan

_____ Plant

_____ Other

Source of Fund and name of agency providing funds:

Use of Funds (list all permitted):

For disposition of funds when account is closed refer to the Student Organization Disposition of Funds Form on file in the Student Union and Activities Office and Financial Services.

Approval Recommended by:

Approved by:

Accountant

Director of Financial Services

Date