

CSFPF Account Signer Update Form

Complete the form to add/or delete an account signer(s). Obtain the appropriate signature(s).

Account Name	Account Number	Spending Distribution Account Number if Endowment
College/Division	Department	

DELETE

ADD

Primary Signatory: *Primary Signatory Agreement on file with CSFPF is required

Name:	Name:
	Signature:

Secondary Signatory:

Name:	Name:
	Signature:

Third Signatory/Fourth Signer:

Name:	Name:
	Signature:

Name:	Name:
	Signature:

Online Month End Report Access

DELETE

ADD

Primary

Name:	Name:
	Signature:

Alternate

Name:	Name:
	Signature:

University Approval (President, Vice President, or Delegate)

If an account is moving Division/Department, a memo from the primary signer and approval are needed.

I approve the update of authorized signatories as stated above.

Name

Signature

Date