



Transfer to UO Check Disbursement Request

Use this form to transfer funds from a UO Foundation account to a University (state) account.

Prepared by (name)
Department

Phone #
Request date

Payable to Vendor #V000058
 UO Cashier
 Oregon Hall
 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

Pay from account # Account name GL # Amount

TOTAL \$

Please attach UO Foundation Equity Information Summary. If you need a copy of this sheet, please contact Janice Lutz at 302.0292.

I am aware of the spending restrictions applicable to this account, and attest that these restrictions will be followed when these funds are disbursed by the University.

Authorized signer

Date

UO Foundation Processing

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