

Fiscal Officer/Delegate Attestation Statement Instructions

Use: To attest to fiscal officer/delegate's knowledge of and acceptance of fiscal responsibilities. This form should be completed when a fiscal officer or delegate is appointed. This form is applicable for all accounts for which the fiscal officer/delegate has authority.

Access: Form link http://www.siu.edu/its/ais/eforms/pdf/fo_attestation.pdf

Instructions: The form should be completed, printed and signed by the fiscal officer/delegate. The employee's supervisor must also sign the form.
(Unless noted, all fields are **REQUIRED**.)

Fiscal Officer or Delegate Name

Print or type name of the Fiscal Officer or Delegate.

Signature of Fiscal Officer or Delegate

Signature of individual.

Date

Date of fiscal officer/delegate's signature.

Signature of Supervisor

Signature of the fiscal officer's/delegate's supervisor.

Date

Date of Supervisor's signature.

Routing: Print this form, acquire all signatures, and mail it to: Pat Rausch, Administrative Accounting, Box 1002.