Forms

The following forms are used to purchase or pay for items, to provide required documentation/approval for the purchase of items, or to request specific updates.

- All Forms
- Payables
- Procurement Card
- Purchasing
- Travel

All Forms

- Advance Payment to Suppliers
- Approving Official Application/Update
- Cardholder Application - Procurement Card
- Cardholder Application - Travel Card
- Cardholder Update (for Procurement and Travel Cards)
- Cash Advance Setup
- Conflict of Interest Evaluation
- Delegate Authorization

- Honorarium
- Non-Employee Reimbursement-International
- Official Function
- Payment Authorization
- Recognition Program Authorization
- Recognition Reporting
- RFP Information
- Scope of Work (Employee Services form)

- SPO Invoice Allocation
- Study Subject Payment
- Supplier Show Approval
- Travel Arranger
- Violation Notification
- W-9 (Signed by CU)
- Warrant Adjustment
- Wire Payment Request
Payables Forms

- Honorarium [10]
- Payment Authorization [13]
- Recognition Program Authorization [14]
- Recognition Reporting [15]
- Scope of Work [17] (Employee Services form)
- SPO Invoice Allocation [18]
- Study Subject Payment [19]
- W-9 (Signed by CU) [23]
- Warrant Adjustment [24]
- Wire Payment Request [25]

Procurement Card Forms

- Approving Official Application/Update [3]
- Cardholder Application - Procurement Card [4]
- Cardholder Update (for Procurement and Travel Cards) [6]
- Delegate Authorization [9]
- Violation Notification [22]

Purchasing Forms

- Advance Payment to Suppliers [2]
- Conflict of Interest Evaluation [8]
- Official Function [12]
- RFP Information [16]
- Scope of Work [17] (Employee Services form)
- Supplier Show Approval [20]
- W-9 (Signed by CU) [23]

Travel Forms

- Cardholder Application - Travel Card [5]
- Cardholder Update (for Procurement and Travel Cards) [6]
- Cash Advance Setup [7]
- Delegate Authorization [9]
- Travel Arranger [21]

Source URL: https://www.cu.edu/psc/forms-0

Links
[1] https://www.cu.edu/psc/forms-0
[2] https://www.cu.edu/psc/forms/advance-payment-suppliers
[7] https://www.cu.edu/psc/forms/cash-advance-setup-cas
[8] https://www.cu.edu/psc/policies/conflict-interest-evaluation-coi
[10] https://www.cu.edu/psc/policies/honorarium-hnr
[12] https://www.cu.edu/psc/forms/official-function
[13] https://www.cu.edu/psc/forms/payment-authorization-pa
[14] https://www.cu.edu/psc/policies/recognition-program-authorization-rpa
[16] https://www.cu.edu/psc/forms/request-proposal-information-department-rfp
[17] https://www.cu.edu/docs/scope-work-sow-form
[18] https://www.cu.edu/psc/forms/spo-invoice-allocation-spo
[19] https://www.cu.edu/psc/forms/study-subject-payment-ssp
[20] https://www.cu.edu/psc/forms/supplier-show-approval
[21] https://www.cu.edu/psc/forms/travel-arranger-ta
[22] https://www.cu.edu/psc/forms/violation-notification-vn
[23] https://www.cu.edu/psc/forms/w-9-signed-cu
[24] https://www.cu.edu/psc/forms/warrant-adjustment-wa
[25] https://www.cu.edu/psc/policies/wire-payment-request