

Amount: _____

* COMPLETE EITHER BURSAR **OR** ACCOUNTS PAYABLE SECTION BASED ON PURPOSE OF VOUCHER

Bursar	Accounts Payable
<p>Select and complete one section based on purpose of voucher.</p> <p>Section 1 - Voucher is being cashed</p> <p>Name: _____</p> <p>Empl ID: _____</p> <p>Section 2 - For deposit to Cost Center or Project</p> <p>Cost Center (6 digits) or Project (10 digits): _____</p> <p>Account (5 digits): _____</p> <p>Section 3 - voucher being applied to MyMav ORG account</p> <p>ORG ID: _____</p>	<p>Form will be forwarded to AP to issue a check or direct deposit.</p> <p>Payee: _____</p> <p>Vendor ID #: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>City,ST,Zip: _____</p> <p>Location: _____</p> <p>Choose one: Check <input type="checkbox"/> Direct Deposit <input type="checkbox"/></p>

Description: _____

Cost Center (6 digits) or Project (10 digits)	Account (5 Digits)	Amount

Cost Center (6 digits) or Project (10 digits)	Account (5 Digits)	Amount

Department: _____

Voucher prepared by: _____ Ext.: _____

Approved: _____ Date: _____

Approved _____ Date _____

Approved _____ Date _____

Approved _____ Date _____

You may be entitled to know what information UT Arlington collects concerning you. You may review and have UT Arlington correct this information according to procedures set forth in UT System Administration UTS139. The law is found in sections 552.021, 552.023 and 559.004 of the Texas Government Code.

MODIFICATION TO THIS FORM IS STRICTLY PROHIBITED.