

State of Delaware

Payroll Authorized Signature Card

Organization ID Organization Name Effective Date

Only the following signatures and the Organization Head are permitted to approve the bi-weekly Payroll Funding Expenditure Authorization:

	Payroll Authorized Name and Title (typed)	Payroll Authorized Signature (written)
1	<input type="text"/>	
2	<input type="text"/>	
3	<input type="text"/>	
4	<input type="text"/>	
5	<input type="text"/>	

NOTE: DO NOT list the Organization Head as an authorized signer. By default, the Organization Head is authorized to sign and approve the bi-weekly Payroll Funding Expenditure Authorizations.

The above names are authorized by:

Organization Head Name and Title (typed)	Organization Head Authorized Signature (written)
<input type="text"/>	

Return to: Payroll Compliance Group, Division of Accounting
Mail: SLC D570C

Email: PRFund.Auth@state.de.us

Fax: 302-736-7964