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Forms [1]

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 [2]
- Approving Official Application/Update [3]
- Cardholder Application - Procurement Card [4]
- Cardholder Application - Managed Spend (Declining Balance) Card [4]
- Cardholder Application - Travel Card [5]
- Cardholder Update (for Procurement and Travel Cards) [6]
- Cash Advance Setup [7]
- Certifications Under a Federal Contract [8]
- Certifications Under a Federal Grant [9]
- Conflict of Interest Evaluation [10]

- Delegate Authorization [11]
- Honorarium [12]
- Non-Employee Reimbursement-International [13]
- Official Function [14]
- Payment Authorization [15]
- Recognition Program Authorization [16]
- Recognition Reporting [17]
- RFP Information [18]

- Scope of Work [19] (Employee Services form)
- Source Selection and Price Reasonableness [20]
- SPO Invoice Allocation [21]
- Study Subject Payment [22]
- Supplier Show Approval [23]
- Travel Arranger [24]
- Violation Notification [25]

- W-9 (Signed by CU) [26]
- Warrant Adjustment [27]
- Wire Payment Request [28]

Payables Forms

- Honorarium [12]
- Payment Authorization [15]
- Recognition Program Authorization [16]
- Recognition Reporting [17]
- Scope of Work [19] (Employee Services form)
- SPO Invoice Allocation [21]
- Study Subject Payment [22]
- W-9 (Signed by CU) [26]
- Warrant Adjustment [27]
- Wire Payment Request [28]

Procurement Card Forms

- Approving Official Application/Update [3]
- Cardholder Application - Procurement Card [4]
- Cardholder Update (for Procurement and Travel Cards) [6]
- Cardholder Application - Managed Spend (Declining Balance) Card [4]
- Delegate Authorization [11]
- Violation Notification [25]

Purchasing Forms

- Advance Payment to Suppliers [2]
- Certifications Under a Federal Contract [8] (for Federal Contracts over $100,000; signed by supplier)
- Certifications Under a Federal Grant [9] (for Federal Grants over $100,000; signed by supplier)
- Conflict of Interest Evaluation [10]
- Official Function [29]
- Price Negotiation Memorandum [30] (for Federal Contracts & Grants over $100,000; signed by department)
- RFP Information [18]
- Scope of Work [19] (Employee Services form)
- Source Selection and Price Reasonableness [20]
- Supplier Show Approval [23]
- W-9 (Signed by CU) [31]

Travel Forms

- Cardholder Application - Travel Card [5]
- Cardholder Update (for Procurement and Travel Cards) [6]
- Cash Advance Setup [7]
- Delegate Authorization [11]
- Non-Employee Reimbursement-International [13]
- Travel Arranger [24]

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 [3] https://www.cu.edu/psc/policies/approving-official-applicationupdate-ao [4] https://www.cu.edu/psc/forms/cardholder-application-procurement-card-ca-pc [5] https://www.cu.edu/psc/forms/cardholder-application-travel-card-ca-tc [6] https://www.cu.edu/psc/forms/cardholder-update-procurement-and-travel-cards-cu [7] https://www.cu.edu/psc/forms/cash-advance-setup-cas [8] https://www.cu.edu/doc/app-l-certifications-under-federal-contractpdf [9] https://www.cu.edu/doc/app-m-certifications-under-federal-grantpdf [10] https://www.cu.edu/psc/policies/conflict-interest-evaluation-coi [11] https://www.cu.edu/psc/policies/delegate-authorization-da [12] https://www.cu.edu/psc/policies/honorarium-hnr [13] https://www.cu.edu/psc/forms/non-employee-reimbursement-nr [14] https://www.cu.edu/controller/forms/official-function [15] https://www.cu.edu/psc/forms/payment-authorization-pa [16] https://www.cu.edu/controller/forms/recognition-program-authorization-rpa [17] https://www.cu.edu/controller/forms/recognition-reporting-rr [18] https://www.cu.edu/psc/forms/request-proposal-information-department-rfp [19] https://www.cu.edu/docs/scope-work-sow-form [20] https://www.cu.edu/doc/source-selection-and-price-reasonableness-formpdf [21] https://www.cu.edu/psc/forms/spo-invoice-allocation-spo [22] https://www.cu.edu/psc/forms/study-subject-payment-ssp [23] https://www.cu.edu/psc/forms/supplier-show-approval [24] https://www.cu.edu/psc/forms/travel-arranger-ta [25] https://www.cu.edu/psc/forms/violation-notification-vn [26] https://www.cu.edu/controller/forms/w-9-signed-cu [27] https://www.cu.edu/psc/forms/warrant-adjustment-wa [28] https://www.cu.edu/psc/policies/wire-payment-request [29] https://www.cu.edu/psc/forms/official-function [30] https://www.cu.edu/doc/app-j-price-negotiation-memopdf [31] https://www.cu.edu/psc/forms/w-9-signed-cu