McKnight Brain Institute - Cell and Tissue Analysis Core

MBI Fiscal Account Application Form

Leave this section blank (it will be filled in by CTAC Administration)

User: ____________________________________________
CTAC Acct # ____________________________
P.I. ____________________________
Grant Ref ____________________________

All sections below are REQUIRED. Incomplete or illegible forms cannot be processed.

User:
Name ____________________________
Email ____________________________
Phone ____________________________

Fiscal Administrator:
Name ____________________________
Phone ____________________________
Fax ____________________________
Email ____________________________

Bill To:
P.I. ____________________________
Department ____________________________
Address ____________________________
__________________________
__________________________
__________________________
Phone ____________________________
Fax ____________________________
Email ____________________________

Chartfield Payment Information:
Department I.D. ____________________________
Fund ____________________________
Program ____________________________
Account ____________________________
Source ____________________________
Budget Ref ____________________________
Flex ____________________________
Project ____________________________
PI Grant Reference ____________________________
Descriptive name for the PI to identify the funding source. 20 characters max. (ie: NIH RO1, Start-up, Am Heart Assn., etc.)

Some lines above may be left blank. Your Fiscal Administrator will know which fields are necessary for the funding source that you are using.

The customer signature below gives MBI - CTAC authorization to charge the above chartfield for goods and services rendered to the user listed above.

P.I. Signature: ____________________________ Date ____________________________

Please submit this completed form to: Doug Smith
McKnight Brain Institute - Room LG-164
(352) 392-1745 dugsmith@ufl.edu

This form may be downloaded from our website at http://ctac.mbi.ufl.edu/forms v04