

**Banner Payment Authorization**

DOC# \_\_\_\_\_

*Vendor Name & Address*

**Check one of the following:**

- Current MSU employee or employed by MSU in last 6 months
- Not an MSU employee

**Check one of the following:**

- Must receive a paper check
- ACH (Direct Deposit) is acceptable

*Invoice Date:* \_\_\_\_\_

*Contact:* \_\_\_\_\_

*Vendor Fed Tax Id/SSN:* \_\_\_\_\_

*Date mailed W-9:* \_\_\_\_\_

	<i>PO/ENC</i>	<i>P/F</i>	<i>Index</i>	<i>Fund</i>	<i>ORGN</i>	<i>Account</i>	<i>PROG</i>	<i>Activity</i>	<i>Amount</i>	<i>Location</i>	<i>Date Stamps</i>

*Total*

*Remit Info*

*Ref/Additional Information*

*Authorized Signature(s)* \_\_\_\_\_

*Authorized Signature(s)* \_\_\_\_\_