PAYROLL / PERSONNEL

ONE-TIME PAYROLL PAYMENT AUTHORIZATION

UPAY564 (R8/97) R1138

EMPLOYEE ID NO. (1–9)	EMPLOYEE NAME	DEPARTMENT	CAMPUS	PROCESS IN

1	SEQUENCE NUMBER (2–6)	10	LOC (19)	ACCOUNT (20–25)	COST CENTER (26–29)	FUND (30–34)	PROJECT (35–40)	SUB (41)	ERC (81)	TYP (82)	DUC (83)	TITLE CODE (50–53)	DESC SERV (54–56)	BY AGREEMENT AMOUNT (57–63)	PAY PERIOD END DATE (71–76) MM DD YY	WSP (79)
C		FT														
C		FT														
C		FT														
C		FT														

TOTAL AMOUNT

REASON:

PAYING CAMPUS AND ACCOUNT IF OTHER THAN HOME CAMPUS

DESCRIPTION OF SERVICE CODES

UNX - UNIVERSITY EXTENSION
CNS - CONSULTING
HON - HONORARIUM
ADL - ADDITIONAL COMPENSATION
BYA - BY AGREEMENT
BYL - BY AGREEMENT (LEAVE BENEFITS)
SPA - SPECIAL PERFORMANCE AWARD

I HEREBY CERTIFY THAT THE "BY AGREEMENT" AMOUNT INDICATED IS IN ORDER FOR PAYMENT.	DATE
APPROVED BY	DATE
PERSONNEL OFC.	DATE
ADDITIONAL AUTHORIZATION	DATE
	DATE

RETN: ACCOUNTING - 5 YRS SUBJECT TO CONTRACT AND GRANT REQUIREMENTS
OTHER COPIES - 5 YRS