



# AGENCY FUND WITHDRAWAL / DISBURSEMENT REQUEST

This form is used by agency fund account organizations to withdraw funds from the organization's account held by the University.

*All fields in this section must be completed by the organization / individual requesting the funds and the appropriate required signatures must be obtained. Once complete, submit the form to Departmental Cashiers located in Martin Hall, Room #117.*

**NOTE:** For check requests, please submit a W-9 from the vendor or the individual the check will be issued to when NOTNOTFTTj