



BYU AGENCY ACCOUNTS REQUEST TO SET UP AN AGENCY ACCOUNT

Name of Agency Account: (Short Name -- 30 Characters Max):

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Long Description (Optional):	
Revenue source(s) for this organization:	
Disposition of unused funds upon closing/inactivity:	

Agency Account Information:

Manager	Position	Net ID
*Spend Approver	Position	Net ID
*Spend Approver must be different from Manager		
BYU Department		
BYU College		

Approvals (signatures):

Sponsoring Organization Chair/Director	Date
College/Division Business Partner	Date

Please return form to A-153 ASB.
If you have any questions please call Treasury Services at (801) 422-4701.

Completed by Financial Services:

Treasury Services Approval	Date
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