



*Department of Human Resources
Annette Bookter, Ph.D.
Director*

**Recruitment & Examination Division
Signature Authorization Form**

Year: _____

This is to certify that the following employees of this Department are authorized to sign all documents associated with Requisition Appointments/Promotional form. **This form does not include authorization for any Payroll forms.**

DEPARTMENT NAME:	
NAME OF INDIVIDUAL (Please print or type)	SIGNATURE OF INDIVIDUAL

Note: This form should be updated as necessary during the year.

Department or Agency Head Signature

Date