

**Southern West Virginia  
Community College Foundation, Inc.  
SFP-1008.A, PAYMENT AUTHORIZATION FORM**

<b>PAYEE</b>		<b>DATE</b>	
<b>ADDRESS</b>		<b>PREPARED BY</b>	
		<b>FOUNDATION ACCOUNT NUMBER</b>	
<b>CONTACT</b>	<b>PHONE NUMBER</b>	<b>PROJECT ID</b>	
		<b>DESCRIPTION</b>	<b>AMOUNT</b>
		<b>Description of Purchase/Reimbursement</b>	
		<b>Benefit to Southern West Virginia Community and Technical College/Business Purpose (Required)</b>	
<b>FOR FOUNDATION USE ONLY</b>		<b>Total:</b>	
<b>Account Number</b>	<b>Amount</b>		
		<b>Approved:</b> _____	
		*Southern WV Community College Foundation Representative	
		<b>Approved:</b> _____	
		**Southern WV Community and Technical College Representative	
<b>Check Number</b>		<b>Notes:</b>	

SFP-1008.A, Payment Authorization Form

\*Southern Foundation President, Vice President, or Treasurer

\*\*College President, Vice President for Development, or Chief Financial Officer