



WARRANT OFFICER UPDATE FORM

Please complete this form to identify the person(s) in your department who will be responsible for picking up and signing for pay warrants. (**Warrant Officers CANNOT have any timekeeper responsibilities.**) Please submit completed form to the Bursar's Office, Lassen Hall, Room 1001 or campus zip 6052.

Primary Warrant Officer Information

Print Name

Program Center

Email Address

Campus Phone #

Signature

Alternate Warrant Officer Information

Alternate #1 Print Name

Campus Phone #

Signature

Email Address

Alternate #2 Print Name

Campus Phone #

Signature

Email Address

Alternate #3 Print Name

Campus Phone #

Signature

Email Address

Alternate #4 Print Name

Campus Phone #

Signature

Email Address

Authorizing Dean/Director

Print Name

Signature