

UCI Libraries Copy Services Poster Printing Service

KFS Departmental Recharge Authorization Form

Please bring completed form to the Ayala Science Library Check Out Desk when you pick up your poster. Poster will not be released without completed form.

Date: _____

Department: _____

Fiscal Officer Name: _____

Phone Ext: _____ Email: _____

KFS Account #: _____

Optional: Project Code: _____ OrgRefID: _____

I authorize _____ to print _____ poster(s)
at \$50 each for a total of \$_____.

Fiscal Officer Signature

UCI Libraries Check Out Desk Use Only

Poster(s) picked up: Staff Initials: _____ Date: _____

UCI Libraries Business Office Use Only

KFS Doc # _____

For questions please contact Kim Bishop at x4-5647 or kbishop@uci.edu