

UNIVERSITY OF NEW ENGLAND

REGISTER OF FINANCIAL DELEGATIONS

Memorandum

To: Director, Financial Services
Date: ____ / ____ /2009
From: _____
Subject: Absence from the University Campus

I will be absent from the University Campus from ____ / ____ /2009 to ____ / ____ /2009.

In my absence _____ will act as _____.

I have provided him/her a copy of the Financial Delegation and he/she agreed to perform and abide with the duties indicated. Amendments have not/have been made to the standard delegations. These are listed below.

His/Her specimen signature appears below:

Authorised by:

(Signature)

(Signature)

Name

Name of Incumbent

Position

Noted by:

Director, Financial Services

Date: ____ / ____ / **2009**