CATCARD E-SIGNATURE SUBMISSION

Purpose: This form is for University of Arizona employees who sign auditable documents and whose electronic signature is not on file in the electronic signature database. *Use of this form is intended only for people who reside outside of the Tucson area.*

Instructions:

1. Complete the information requested below
2. Sign within the perimeter of the box below. NO PART OF THE SIGNATURE MAY BE OUTSIDE THE BOX
3. Mail this original form and a copy of your Driver's License to:

   University of Arizona

   Attn: CatCard Office

   1303 E. University Blvd, Bldg 17, Rm 142

   Tucson, AZ 85721

Your signature will be scanned electronically for use when verifying signatures on auditable documents. Please allow up to 10 days for your signature to be in the database.

_____   _____
PRINT NAME   EMPLOYEE ID NUMBER

0- __ __ __ __
DEPT. 5-DIGIT NUMBER

ENTIRE SIGNATURE MUST BE CONTAINED INSIDE THE BOX ABOVE

_____
TELEPHONE NUMBER

_____
DATE

Questions or Comments: 520-626-9162

Internal Use Only:_____