

# ASBC OPERATING BUDGETS CONTACTS

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## Serving the Following Departments

022600 FM—Design & Construction  
025006 FM—Moves  
025008 FM—Campus Planning & Space Mgmt.  
025300 FM—Post Office  
025400 FM—Building Services  
025600 FM—Grounds  
025700 FM—Vehicle  
026000 Public Safety  
026100 University Police  
028200 Parking & Transportation  
032000 Division of Human Resources

033000 Employee Assistance Program  
020100 VP Administrative Services  
020400 ASBC  
025000 FM—Administration  
025100 FM—Utilities  
025102 FM—Key Shop  
025500 FM—Maintenance  
025503 Sourcing & Logistics  
026200 FM—Emergency Management  
028100 FM—Environmental Health & Safety  
036000 A&P Council Sponsored Events

**Email for Accounts Receivable:** ASBC-AR@usf.edu

**Email for PO requests, PCard Receipts, AP Invoices, & PCard inquiries:** ASBC-Purchasing@usf.edu

**Email for Travel requests & inquiries:** ASBC-Travel@usf.edu

**Purchasing & Travel forms:** [www.usf.edu/administrative-services/business-center/financial-services.aspx](http://www.usf.edu/administrative-services/business-center/financial-services.aspx)