

CERTIFICATE OF EXPENDITURE*

(FOR CONCESSION FUNDS)

I, THE ACCOUNTABLE OFFICER OR REQUISITION MANAGER, HEREBY CERTIFY THAT THE PURPOSE OF THIS EXPENDITURE IS:

- RECRUITMENT
- IMPROVED FACULTY AND STAFF MORALE ACTIVITIES
- PROFESSIONAL DEVELOPMENT
- STUDENT RECRUITING, SUPPORT SERVICES, STUDENT PROGRAM SUPPORT, AND FINANCIAL AID
- FACILITIES CONSTRUCTION, IMPROVEMENTS, AND RENOVATIONS
- ORGANIZATIONAL AND MANAGEMENT PLANNING AND DEVELOPMENT
- COMMUNITY/PROFESSIONAL RELATIONS, PUBLIC RELATIONS, DONOR RELATIONS, AND GOVERNMENT RELATIONS EXPENSES
- ACQUISITION OF PROFESSIONAL RECOMMENDATIONS
- EFFECTIVE RESOLUTION OF LEGAL DISPUTES

THE DATE, PLACE AND NATURE OF EVENT:

NUMBER OF PEOPLE ATTENDING AND THEIR RELATIONSHIP TO USF:

I FURTHER CERTIFY THAT THIS EXPENDITURE SERVES THE INTERESTS OF THE PROGRAM OF HIGHER EDUCATION IN THE STATE OF FLORIDA.

SIGNATURE OF AO/REQUISITION APPROVER

DATE

PRINT NAME

**Signed Form should be completed and attached to Bull Marketplace Requisition Request*

Last Modified: 05/10/2021

OFFICE OF THE UNIVERSITY CONTROLLER, PROCUREMENT SERVICES

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