

# Auburn University

## Special Payment

(Appropriate documentation must be attached)

Time Sheet Organization HR\_\_\_\_\_ (Only one per form)

| Employee Name | Banner ID | Period Covered<br>(Enter dates) | E<br>Cls | Position<br>Number | Amount Due | Fund | Orgn | Acct | Prog |
|---------------|-----------|---------------------------------|----------|--------------------|------------|------|------|------|------|
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |
|               |           |                                 |          |                    |            |      |      |      |      |

Prepared by:\_\_\_\_\_

Phone extension:\_\_\_\_\_

Authorized by:\_\_\_\_\_ / \_\_\_\_\_

(Department Head)

(Dean)

Date:\_\_\_\_\_

(Rev. 7/06)