

## The University of Alabama Automotive Services **Contracts & Grants Charge Approval Form**

The purpose of this form is to show proof of approval for Automotive Services charges to grants. Automotive Services will submit forms to Contracts & Grants Accounting along with Automotive Services billing when charges are made to a fund number provided by the department. Fill out a separate form if there are multiple vehicles with different fund numbers. Each fund number must have its own form. Submit a new form any time information changes. Return form to Angel Driver: [adriver@fa.ua.edu](mailto:adriver@fa.ua.edu)/ Box 870237/ Fax: 348-4811

Approval for Automotive Services charges

\_\_\_\_\_  
Request Date

\_\_\_\_\_  
Chart of Accounts

\_\_\_\_\_  
Fund

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Program

\_\_\_\_\_  
Date/Time period fund is to be charged

\_\_\_\_\_  
State vehicles to be charged

Please list state license plate number or UA property number

\_\_\_\_\_  
PI Approval