



Middle Georgia
State University Foundation

Disbursement Request

Administration Building A-135
100 University Parkway
Macon, GA 31206-5145
james.nessing@mga.edu
478-471-2498

Attach and invoices and use a separate form for each payee. Return to the Office of Finance A-135.
Please note: Only expenses approved through the Foundation Budget Process will be paid.

Make Check Payable to:

Name: _____		
Address: _____		
Suite/Apt: _____		
City: _____	State: _____	Zip: _____

<u>Account Code</u> (Leave Blank if Unknown)	<u>Description</u>	<u>Total</u>
Grand Total:		

<u>Signature</u>	<u>Date</u>
Initiator/Project Manager: _____	_____
Budget/ Fund Administrator: _____	_____
Foundation Executive Director: _____	_____