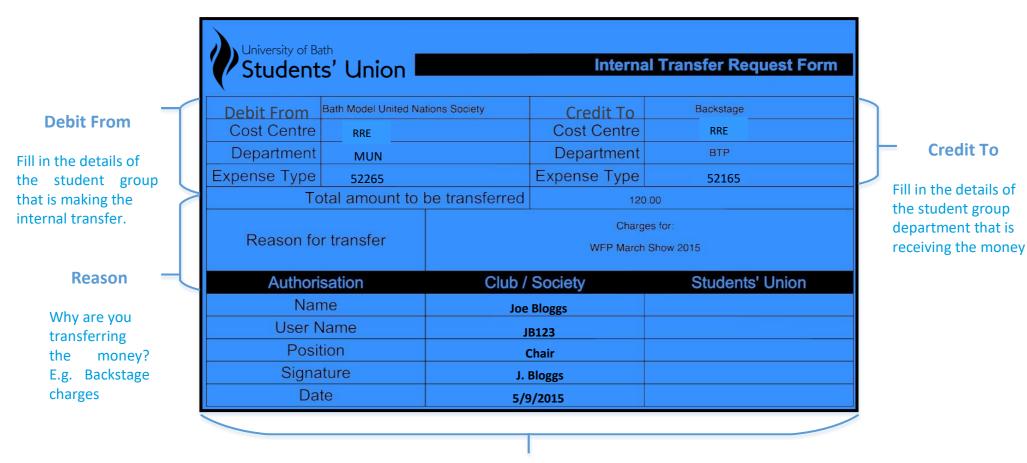
Blue Forms

Filling in a blue form is a way of processing an internal transfer. Blue forms can only be authorised by a student group chair or treasurer of the group making the payment. They must then be countersigned, for more information on this refer to the Processing Forms page. If you are unsure when to use a blue form, follow the diagram on the Outgoing Payment page or contact your exec area treasurer. All blue forms should use the SU Internal Recharge ending in 65.



Authorisation

THE SU UNIVERSITY OF BATH

Only the activity group Chair and Treasurer can authorise forms. Please fill in your details clearly. The Authorisation should be signed by the activity group making the payment.

Blue Forms