

University of Maine System
ACCOUNTS PAYABLE
CHECK REQUEST FORM
Including PeopleSoft Financial ChartFields

Date: _____

Dept.: _____

PAY TO: _____

Address: _____

Address: _____

Phone No.: _____

Business / Group Non-Employee Student

PeopleSoft ChartField(s) (* = REQUIRED field)

* Unit	* DeptID	* Account	Class	* Fund	Program	Project	Oper Unit	Description	Amount

Total:

Approved by: _____

Signature

Phone #: _____