

De Anza College Student Accounts

Limited Engagement/Independent Contractor Agreement Pre-Authorization

For DASB and De Anza Club Accounts

(To be attached to the Contractor Agreement-LEA or ICA)

Contractor Name: _____

Contractor Fee: _____

Type of Service: _____

Date of Service: _____

Student Acct. Name: _____

Account Number: _____

Authorization Signatures: (In signing, approval of expenditure is authorized)

Signature

Date

Advisor/Budgeter:

Club Authorized Officer:

Administrator for the Program:

DASB Chair of Finance:

ICC Chair:

College Life Activities Specialist:

Director of College Life:

Director, College Fiscal Services:

Please see the District website at the link below for the Contractor Agreement requirements:

<http://business.fhda.edu/accounting/accounts-payable/independent-contractors.html>

Note: Failure to receive pre-authorization could result in expenditure being denied.