



Greater Indianapolis Progress Committee

FISCAL AGENT AUTHORIZATION FORM: CHARGE REQUEST

GIPC will make credit card purchases for amounts equal to or greater than \$200 and only when a vendor is unable or unwilling to accept a check or EFT/ACH payment.

Payment Request Authorization Form also required.

IRS Form W-9 required for first-time payees meeting the following criteria: a) payment is for services or other IRS Form-1099 income and b) total payments may approach or exceed \$600 for the calendar year.

Account: _____ Date: _____

Amount to be charged: _____ \$

To Cover: _____

Payable to: _____

Address: _____

City, State Zip: _____

Phone: _____ Email: _____

Authorized Fiscal Agent Officer:

GIPC Executive Director:

Signature Date

Signature Date

Printed Name

Emily C. Koschnick

Printed Name

Chief of Staff:

Signature Date

Daniel J. Parker

Printed Name