

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

EXPENDITURE GUIDELINES

**Number** 06.04.03

**Division** Business Services

**Date** July, 2012

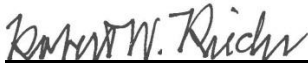
**Purpose** To ensure that expenditure decisions are consistent with the University's mission, applicable laws and ethical practice.

**Policy** No individual has the authority to enter into any contract or in any way to obligate UAH for procurement indebtedness, unless specifically authorized to do so by Purchasing Services. Any such negotiations are considered as unauthorized purchases and the individual may encounter a personal obligation to the vendor.

**Procedures** [UAH Expenditure Guidelines](#)

**Review** The Business Services Office is responsible for the review of this policy every five years (or whenever circumstances require).

**Approval**



Chief University Counsel



Senior Vice President for Finance and Administration



Associate Vice President for Accounting & Business Services

**APPROVED:**



President