

USER AGREEMENT

I have read, acknowledged and will comply with Office of Information Technology's (OIT) Data Security policy, the Ohio Revised Code (ORC), Section 102.03(b), and the United States Code, Title 17. I accept all responsibility for insuring that the Travel System will be used in the manner for which it is intended.

Name (print) Last _____ First _____

Signature X _____ Date: _____

SENIOR FISCAL OFFICER APPROVAL

I approve the issuance of a Travel System User ID and/or access to the above referenced individual.

Name (print) Last _____ First _____

Signature X _____ Date: _____

TRAVEL OFFICE ONLY

Processed by: _____ Date: _____