MAFES PUBLICATION FUND REIMBURSEMENT REQUEST

(GL Inquiry attached)

Date: ____________________________

To:  Nick Jilek
Finance Office, Winslow Hall
nsafinance@maine.edu

From: ____________________________

________________________________________________________

________________________________________________________

Campus Address          Telephone Extension

PI/Author's Name: ____________________________

________________________________________________________

Please reimburse __________________ for the publication expenses
(enter Department name here)
associated with MAFES publication # __________________.

PeopleSoft project # _________________ should be reimbursed in the amount of
$ _______________ as shown on the attached GL Inquiry detail page.

☐ I understand that this reimbursement will appear as a Budget Reallocation to the
account code, which was originally charged.

☐ A copy of the publication will be emailed to Meghan Rochefort in the MAFES Office at
um.nsfaresearch@maine.edu.

________________________________________________________

Principle Author’s Signature

MAFES rev. 5.2017