2022 ACCOUNTS PAYABLE

PROGRESS PAYMENT WITH RETENTION REQUEST FORM AUTHORIZED SIGNATURE LIST

Effective Date: January 1, 2022

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agency Name |  | | | |
| Principle Contact Person |  | Mailstop |  | Telephone Number |
| Secondary Contact Person |  | Mailstop |  | Telephone Number |

**THE FOLLOWING EMPLOYEES ARE AUTHORIZED TO SIGN** in the capacity of “Auditing Officer”, per RCW

42.24.080 for Payment Certification on the **REQUEST FOR CONTRACTOR RETAINAGE RELEASE FORM** and to authorize payment from all accounting records which are under the jurisdiction of the designated organization. Authorized signers must be regular employees. **(ELECTRONIC SIGNATURES ALLOWED)**

**List ALL Authorized Signers:**

# 1

Typed Name Typed Title Telephone Number

Signature

# 2

Typed Name Typed Title Telephone Number

Signature

# 3

Typed Name Typed Title Telephone Number

Signature

# 4

Typed Name Typed Title Telephone Number

Signature

# 5

Typed Name Typed Title Telephone Number

Signature

(if needed, add second page for additional signers and renumber second page lines beginning with line number 6)

**APPROVED BY: (ELECTED OFFICIAL OR AGENCY DIRECTOR / MANAGER)**

Typed Name Typed Title Telephone Number

Signature

King County Finance & Business Operations Division / Accounts Payable Mail Stop: CNK-ES-0323 Updated 02/10/2022