OFFICE OF THE STATE TREASURER Foreign Draft Order Form

Complete top two sections (Draft and Purchaser Information) and send to Accounts Payable. Questions on the form should be addressed to Dan Patten at (541) 346-4235. Requests received prior to 10:00 A.M. will be processed the same day. Foreign draft will be mailed to the address provided under the Purchaser Information section via overnight courier.

Please type or print clearly.

Draft Payable to: Agency Account to Charge: 58005 Remitter (Agency Name): Additional Details:	Printed Name: Date: Date: Date: Date: Time: Date: Date: Time: Time:	Draft Infor	mation (To be co	ompleted by age	ency)			
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EXAMPLE

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Please type or print clearly.

Draft Informatio	n (To be completed by age	ncy)		
Foreign Currency:	Mexico Peso	Amount of Draft:	5,500.00	
Draft Payable to:	OIP Univ. of Mexico	Agency Account to Ch	narge: 58005	
	1234 Monterey Street			
	Mexico City, Mexico			
Remitter (Agency	Name): University of Orego	n - Office of International Program	s	
Additional Details	Register Mr. Hernandez fo	r OIP Conference.		
Purchaser Inform	nation (Draft will be mailed	d to this address)		
	niversity of Oregon		Oregon Hall Room 330	
Attention: Jo	e Smith	1585 E. 13	th Ave. R 97403	
Agency Authorize	ed Signature:			
Date :				
University of Ore	egon Information:			
Index	Fund Org Org	Acct Prog	Actv	
Dept Signature:		Date	:	
Printed Name:		Phon	e:	
Office of the Stat		Coondan Andrein C	and Dalacca	
Verification and Inp By:	out 	Secondary Authorization By:		
Date:		By: Time	e:	
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