

Attachment A
Carbondale Campus (including SOM)
Signature of Board Treasurer - Delegation of Authority to Sign
9.30.2022

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Forms Authorized to Sign</u>	<u>Primary or Secondary Delegation</u>
Charlie Cox	Director	Accounting Services	IL Form ST-1, Sales and Use Tax and 911 Surcharge Return IL Form RHM-1, Hotel Operators' Occupation Tax Return IRS Form 1096, Annual Summary and Transmittal of U.S. Information Returns IRS Form 1099-MISC, 1099-NEC, 1099-K, 1099-INT and 1099-C Illinois Form 1099-MISC, 1099-NEC, 1099-K, 1099-INT and 1099-C IRS Form 8809, Application for Extension of Time to File Information Returns Other State Sales Tax Forms as needed	Primary Primary Primary Secondary Secondary Primary Primary
Jeff Wright	Chief Accountant	Accounting Services	IRS Form 1096, Annual Summary and Transmittal of U.S. Information Returns IRS Form 8809, Application for Extension of Time to File Information Returns	Secondary Secondary
Jennifer Nadeau	Accountant II	Accounting Services	IRS Form 1099-MISC, 1099-NEC, 1099-K, 1099-INT and 1099-C IRS Form 8809, Application for Extension of Time to File Information Returns IRS Form 1098-C, Contributions of Motor Vehicles, Boats and Airplanes Illinois Form 1099-MISC, 1099-NEC, 1099-K, 1099-INT and 1099-C	Primary Primary Primary Primary
Brian Kerley	Accountant III	Accounting Services	IL Form ST-1, Sales and Use Tax and 911 Surcharge Return IL Form RHM-1, Hotel Operators' Occupation Tax Return Other State Sales Tax Forms as needed	Secondary Secondary Secondary
Jennifer Stillman	Administrative Coordinator	Bursar	IRS Form 1096, Annual Summary and Transmittal of U.S. Information Returns IRS Form 1098-T, Tuition Statement IRS Form 8300, Report of Cash Payments Over \$10,000 IRS Form 8809, Application for Extension of Time to File Information Returns	Primary Primary Primary Primary
Jill Kirkpatrick	Bursar	Bursar	IRS Form 1096, Annual Summary and Transmittal of U.S. Information Returns IRS Form 1098-T, Tuition Statement IRS Form 8300, Report of Cash Payments Over \$10,000 IRS Form 8809, Application for Extension of Time to File Information Returns	Secondary Secondary Secondary Secondary
Clay Cochran	Business/Admin Associate	Human Resources	IRS Form 1094-C, Transmittal of Employer-Provided Health Insurance Offer and Coverage Information Returns IRS Form 8809, Application for Extension of Time to File Information Returns IRS Form 1095-C, Employer-Provided Health Insurance Offer and Coverage	Primary Primary Primary

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Sue Jennings	Business/Administrative Associate	Human Resources	IRS Form 941, Employer's Quarterly Federal Tax Return	Primary
			IRS Form 941-X, Adjusted Employer's Quarterly Federal Tax Return or Claim for Refund	Primary
			IRS Form W-2, Wage and Tax Statement	Primary
			IRS Form W-3, Transmittal of Wage and Tax Statements	Primary
			IRS Form W-3C, Transmittal of Corrected Wage and Tax Statements	Primary
			IRS Form 8809, Application for Extension of Time to File Information Returns	Primary
			IL Form IL-941, Withholding Income Tax Return	Primary
			IL Form IL-941-X, Amended Withholding Income Tax Return	Primary
			IRS Form 1094-C, Transmittal of Employer-Provided Health Insurance Offer and Coverage Information Returns	Secondary
			IDES Form UI-3/40, Employer's Contribution and Wage Report	Secondary
CA Form DE-88, Payroll Tax Withholding	Secondary			
Liz Franklin	Administrative Aide	Human Resources	IRS Form 941, Employer's Quarterly Federal Tax Return	Secondary
			IRS Form 941-X, Adjusted Employer's Quarterly Federal Tax Return or Claim for Refund	Secondary
			IRS Form W-2, Wage and Tax Statement	Secondary
			IRS Form W-3, Transmittal of Wage and Tax Statements	Secondary
			IRS Form W-3C, Transmittal of Corrected Wage and Tax Statements	Secondary
			IRS Form 8809, Application for Extension of Time to File Information Returns	Secondary
			IL Form IL-941, Withholding Income Tax Return	Secondary
			IL Form IL-941-X, Amended Withholding Income Tax Return	Secondary
			IDES Form UI-3/40, Employer's Contribution and Wage Report	Primary
CA Form DE-88, Payroll Tax Withholding	Primary			

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Julie Buenker	Accountant I	Center for International Ed.	IRS Form 1042, Annual Withholding Tax Return for U.S. Source Income of Foreign Persons IRS Form 1042-T, Annual Summary and Transmittal of Forms 1042-S IRS Form 1042-S, Foreign Person's US Source Income Subject to Withholding	Primary Primary Primary
Unassigned			IRS Form 13551, Application to Participate in the IRS Acceptance Agent Program	Primary
Elizabeth Heflin	Accountant II	Information Technology	IRS Form 720, Quarterly Federal Excise Tax Return IL Form RT-2, Telecommunications Tax Return IL Form RT-10, Telecommunications Infrastructure Maintenance Fee (TIMF) Return	Primary Primary Primary
Laurie Holley	Business Manager II	Information Technology	IRS Form 720, Quarterly Federal Excise Tax Return IL Form RT-2, Telecommunications Tax Return IL Form RT-10, Telecommunications Infrastructure Maintenance Fee (TIMF) Return	Secondary Secondary Secondary
Sue Zamora	Director	Procurement Services	IRS Form W-9, Request for Taxpayer Identification Number and Certification IL Form CRT-61, Certificate of Resale State Sales Tax Exemptions Requests State Requests for Taxpayer Identification Number, Certification of Tax-Exempt Status, and Withholding Exemptions	Primary Primary Primary Primary
Agnes Arnold	Comptroller	School of Medicine's Comptroller's Office	IRS Form W-9, Request for Taxpayer Identification Number and Certification	Primary
Susan Simmers	Vice Chancellor for Administration and Finance	Vice Chancellor for Administration and Finance	Property Tax Exemption Requests	Primary
Julie McReynolds	Interim Executive Director for Finance	Vice Chancellor for Administration and Finance	Property Tax Exemption Requests	Secondary
Samantha Schmidgall	Business Manager	Touch of Nature Center	LCC, Annual Liquor License Renewal (license # 1A-0005785)	Primary
Gena Albert	Director First Year Experience	Vice Chancellor for Student Affairs	LCC, Annual Liquor License Renewal (license # 1A-0112206)	Primary