Non-State of New York Agency Authorized Users Program Request Form

Under the terms of the Purchasing and Travel Card Services contract between the State of New York and Citibank N.A., Non-State entities authorized by the laws of the State of New York to participate in NYS centralized contracts are authorized to use the contract for card services. Payment for charges made by Non-State Authorized User cardholders are the responsibility of the Non-State Authorized User Entity. Your organization is bound by the terms and conditions outlined in contract PS60443.

Organization Legal Name: __________________________________________________________

Organization Contact: _____________________________________________________________

Contact E-mail Address: ___________________________________________________________

Contact Telephone Number _______________________________________________________

Program Type (Please circle) Purchasing Y/N and/or Travel Y/N

Estimated Annual Spend: __________________________________________________________

Estimated Number Cards: __________________________________________________________

AGREED TO AND ACCEPTED BY:

Name: ________________________________________________________________

Signature ________________________________________________________________

Title: _________________________________________________________________

Date: ________________________________________________________________

DC:50292523.1