

**UNIVERSITY OF FLORIDA  
EXPENSE ADVANCE AGREEMENT  
(Section 1004.22, F.S.)**

I, \_\_\_\_\_, hereby request the sum of \_\_\_\_\_ from the University of Florida, which sum is advance monies to be used by me for the payment of expenses incurred in connection with:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I agree to make only such expenditures from the advanced monies as are authorized by the terms of the Individual contract or grant agreement. I further agree that I shall be liable for any portion of the monies advanced to me which is not either returned to the University at the completion of the work for which said monies were advanced, or fully accounted for by the presentation of receipts or other documentation showing the money to have been used toward payment of such authorized expenditures.

If for any reason, I fail to either return or fully account for any portion of the monies advanced, I authorize the University of Florida to endorse in my name and deposit in a University of Florida account, for the use and benefit of the University of Florida, any checks, warrants, or drafts payable to me. I have executed a Power of Attorney in favor of the University of Florida for the purpose of insuring that, in the event of my failure to either return or fully account for said monies, any funds payable to me which come into the hands of the University may be used by the University to satisfy this obligation. I authorize the University's use of the Power of Attorney executed by me only for the purpose herein stated.

The University of Florida hereby acknowledges that in accepting the Power of Attorney referred to herein it shall authorize the use of said power only for the purpose of collecting the monies advanced which are not either returned or fully accounted for. To the extent that the funds recovered by the University through its exercise of this Power may exceed that amount of the advance monies due for repayment, such excess shall be paid over to the undersigned who is the grantor of the Power of Attorney referred to herein.

Requester: \_\_\_\_\_  
Signature

Approval: \_\_\_\_\_  
University of Florida  
Research and Graduate Programs

Approved for Grant Terms: \_\_\_\_\_  
Contracts and Grants Accounting

Date: \_\_\_\_\_