



City of Cheyenne
2101 O'Neil Avenue
Cheyenne, WY 82001

INNOPRISE AUTHORIZATION FORM

Division:

Date:

ACCOUNTS RECEIVABLE

Employee(s) authorized to enter customer invoices in Innoprise Customer Information System (CIS):

CASH RECEIPTS

Employee(s) authorized to collect cash and create cash batches in Innoprise Centralized Cash Receipts (CCR):

FINANCIALS

Employee(s) authorized to enter requisitions in Innoprise Financials:

Employee(s) authorized to approve requisitions (**employee(s) authorized to enter may not be authorized to approve**):

Department/Division Director Name

Signature