

## Unauthorized Purchases

Section 2:2 Revised 01/01/2001

Under the authority delegated to the University by the State of North Carolina, Department of Administration, Purchase and-Contract Division, and in compliance with the provisions of the NC General Statutes, and further, under authority delegated by the University Administration, the University Purchasing Department has the exclusive responsibility for approval of all purchase contracts entered into for the University. University personnel must not sign any contract documents unless they are specifically authorized by University [Policy Statement #35](#), and then only after proper application of the [contract checklist](#). (see [University Attorney](#) web site)

Purchases charged against University funds that are made contrary to policies as stated in this manual will be the **personal responsibility of the individual placing the order.**