

F10420 Appendix D: Contract Signature Authority Request Form

To: David Miller, CFO

From: Petra McPhearson

Date: March 3, 2026

RE: Signature authority request for Chief Housing Officer at UT Martin

Question 1: Name of the person who will have contract signature authority if the CFO approves this request:

Name: Gina McClure

Title: Assistant Vice Chancellor for Student and Residential Life/Chief Housing Officer

Question 2: State the types of contracts for which the person may sign if the CFO approves this request: Pre-approved form contracts for the rental of student housing.

Note: Contract signature authority granted by this memo (if approved) expires immediately if the UT employee named in this memo changes positions within UT, or when their employment ends, whichever is earlier.

CFO approval:

A handwritten signature in black ink, appearing to read "David Miller", is written over a horizontal line.

CC:

Tammie Cole

Blake Reagan