

CONTROLLERS OFFICE-PAYABLES AREA

PROCESSOR NAME	PHONE NUMBER	AP VENDOR ASSIGNMENT	TRAVEL ASSIGNMENT	IMAGE NOW
Lenora Scott lenora.Scott@famuedu	850-412-5068	A , E , J , L , N , (ALL Office Depot) , Q , Y , STUDENT STIPEND FROM SPONSORED PROGRAMS, U UTILITY BILLS - (FPL- FLORIDA POWER & LIGHT), Z		AP1
Joanne Dabreau joanne.dabreau@famuedu	850-412-5060	B , D , EXPERT PAY FEE (HR ONCYCLE PAYROLL) , F , H , I , PHONE BILLS (VERIZON), SALES TAX MONTHLY PAYMENT ENTRY, REEMPLOYMENT TAX PAYMENT ENTRY, UTILITY BILLS - (CITY OF CRESTVIEW and OUC - ORLANDO UTILITIES) , VENDOR RETURN CHECKS, WIRES		AP2
April Brazell april1.brazell@famuedu	850-412-5048	Airgas , G , INVOICE RESOLUTION, O , POM Construction Transmittals, R , S , T , UTILITY BILLS - (TALQUIN ELECTRIC and OKALOOSA GAS), V (AVANTOR) , X (XEROX)		AP3
Christalyn Davis christalyn.davis@famuedu	850-561-2944	C, College of Law Transmittals, D (DIRECT PAYMENTS) , M (METZ), K , N , P , W , SUBRECEIPIENT, HR/SF VOUCHERBUILD , UTILITY BILLS - (CITY OF TALLAHASSEE UTILITES and WITHLACOOCHEE RIVER ELECTRIC)		AP4
VACANT	850-412-5627			AP Supervisor
Marcus Samedi marcus1.samedi@famuedu	850-561-5061	ALL CHECK PROCESSING, TEMP CHECK LINK, CHECK PICK UP,VOID/REISSUES,RETURNED CHECKS	Warrants Distribution	WD1
Patrece Broadnax Patrece.broadnax@famuedu	599-2890		Travel Authorization Approver, P-Card Reconciliation Payment Request Forms (Airfare, Registration, Hotel) Monthly Travel Authorization List, Monthly Travel Training	Travel 1

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<p>Sharica Hayes</p>	<p>561-2987</p>		<p>First Line Expense Report Approver, P-Card Reconciliation Payment Request Forms (Airfare, Registration, Hotel) Monthly Expense Report List, Monthly Travel Training</p>	<p align="center">Travel 2</p>
<p>Sharica.Hayes@famuedu</p>				
<p>Destini Love</p>	<p>412-5052</p>		<p>Second Line Expense Report Approver, Travel Link Q&A, Monthly Outstanding Cash Advances List, Monthly Travel Training</p>	<p align="center">Travel 3</p>
<p>Destini.Love@famuedu</p>				
<p>Christiana Randolph</p>			<p>Stage/Post Travel Payment, Non-Employee Forms, Faculty-Staff Clearance Form, Complimentary Travel Form, Cash Advance Reconciliation Forms, Monthly Travel Training, AP LINK, NO PO QUE</p>	<p align="center">Travel 4</p>
<p>Christiana.Randolph@famuedu</p>	<p>412-5062</p>			