

Appendix A
Acknowledgment of Notification of Provisions
of the Appropriation Act Relating
to Indebtedness of State Agencies

To: Director, Department of Planning and Budget

Section A

All Agencies

I have received and read your instructions and notice of June, 2012, regarding indebtedness of state agencies.

Agency Name _____ Agency Code _____

Cabinet/Agency Head Name _____

Cabinet/Agency Head Signature _____

(Personal signature is required and cannot be delegated)

Date _____, 2012

Section B

Supervisory Board (§2.2-2100 of the Code of Virginia)

I have provided each member of the board of this agency with a copy of the notice in this memorandum and I will provide the same material to those appointed to the board in the future.

Personal Signature of Agency Head

Date: _____, 2012

Originals only... Copies, e-mails, or faxes of this form will not be accepted.