

**Continue**

Capital request form template excel

Using capital expenditure request forms to ensure compliant financial information is captured can greatly reduce errors and increase approval cycles. However, simply capturing information in Excel templates, paper forms or by other manual means can become a drain on time and resources for most organizations, especially if CapEx request volume is high. By using Integrity's Workflow Management software, our clients have significantly improved Capital Expenditure (CapEx) request management processes within their organizations, allowing them to process online approvals and routing, and reduce the total approval time by up to 30%. In addition, finance executives are able to better track CapEx requests and capital spending patterns because all request data is captured in a central location and fully-auditable and exportable to outside reporting systems. Find out how Baylor University and British Petroleum use Integrity for capital expenditure forms and workflow, state verbs and action verbs exercises pdf CapEx Form Example Automate your capital expenditure processes to improve Productivity/Efficiency Reduce expenditure request, review, and approval time Streamline and standardize requests across multiple divisions Review and approve requests from mobile devices Attach and store supporting financial documentation Compliance Eliminate error-prone manual processes Provide a clear audit trail for internal and external auditing Establish multi-tiered process definitions to provide security for sensitive data Control access levels to ensure privacy Reporting and Visibility Compare planned vs. actual spend Report on the efficiency of the process overall or for individual requests Provide a transparent view of the process and current status Identify CapEx approval bottlenecks and take corrective action Integration Integration with existing financials in existing ERP systems Add additional functionality via plug-ins Embed CapEx forms and tracking into existing intranets or Websites We have a template for that! Get a headstart on automating your CapEx Process with our CapEx process template Just import the template, customize, and launch your new process. Check Out the Template "Our CEO approved his very first CapEx request from his mobile device." Ken Richardson, PCI Pharma Services Contact us to get a free demonstration of how Integrity can streamline your CapEx Request process and provide actionable analytics. More CapEx examples Preview: Free Project ProposalA project proposal is used to persuade clients or companies to invest in your offer or select your project recommendation over the others. This is why it is important to create a well-detailed and clear proposal when presenting to your clients. This Project Proposal form is mostly used by an organizations project team or research companies that aims to convince customers or clients to approve the proposed project or research. This form will guide and aid you in creating a clear and professional project proposal that you can present to your customers or clients. It will collect information such as the title of the research project, name of the creator, brief introduction, background information and other basic information required for a proposed project.Request FormsPreview: Call Back FormThis call back form template is all-purpose callback form.

Application for Expenditure (AFE)

I. AFE TITLE INFORMATION		
AFE Title:	Brazil Site Complex	
Person Responsible:	John Smith	
Region:	North America	
AFE Number:	123456	
Corp. Entry:	CE 12345	
AFE Amount:	\$2,000,000	
Capital Allocation/Use:	5 Year Plan A	
Capital Allocation/Use:	15,000,000	
Completion Date:	2025-01-01	
Asset Life:	20	
AFE Closure Date:	2025-12-31	
<input type="checkbox"/> Justification will be used <input type="checkbox"/> Increased Production <input type="checkbox"/> Decreased Costs <input type="checkbox"/> Risk Management <input type="checkbox"/> Safety <input type="checkbox"/> Environment <input type="checkbox"/> Financial		
If Yes, the rationale in the AFE should reflect the current state of the business <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> If so, attach the Management Schedule worksheet <input type="checkbox"/> If so, attach the Safety and Permitting worksheet <input type="checkbox"/> If so, attach the Environmental Checklist, and if \$100,000 required <input type="checkbox"/> If so, attach the Environmental Checklist, and if \$100,000 required		
II. TYPES OF SPENDING		
<input type="checkbox"/> Financial <input type="checkbox"/> Required <input type="checkbox"/> Environmental <input type="checkbox"/> Increased Production <input type="checkbox"/> Decreased Costs <input type="checkbox"/> Risk Management <input type="checkbox"/> Safety <input type="checkbox"/> Environment		
If Yes, the rationale in the AFE should reflect the current state of the business <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> If so, attach the Management Schedule worksheet <input type="checkbox"/> If so, attach the Safety and Permitting worksheet <input type="checkbox"/> If so, attach the Environmental Checklist, and if \$100,000 required <input type="checkbox"/> If so, attach the Environmental Checklist, and if \$100,000 required		
III. DESCRIPTION OF EXPENDITURE		
New production complex for Brazil		
IV. SIGNIFICANT COST COMPONENT SUMMARY		
Contingency	Amount	Comments
Contingency Factor	2,000,000	Site complex environmental assessment
Impact Item	%	
	10	\$2,000,000
Total This AFE		
V. SUMMARY FINANCIAL INFORMATION AFTER TAXES		If no, please attach updated justification
Use the financial information changed from that presented in the budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> If no, please attach updated justification		
Net Present Value <input type="checkbox"/>	IRR	NPV/UM
0%	5%	0 years
Net Present Value <input type="checkbox"/>	Payback Period	0 years
0%	5%	0 years
Net Present Value <input type="checkbox"/>	Min. Cash Out	0
0%	5%	0
Net Present Value <input type="checkbox"/>	CF	NPV/UM
0%	5%	0
VI. BUDGET INFORMATION		
Previous AFE Requests	15,000,000	
Current AFE Requests	25,000,000	
Attributed Future AFE Requests	1,000,000	
Total Requests		
\$41,000,000		

You can collect names and numbers to reach out to potential customers needing to get back with you by using this customer call back template. Also, you can collect the customers' preferred date and time information. You can modify this request a call back form as you want with add new fields. Contact FormsPreview: IT Service Ticket FormA standard IT Service Form, useful for businesses that deal with everyday IT related tasks which can be used as an IT service ticket template that allows file attachment and provides an area for further information. IT Request FormsPreview: Request for QuoteThis request for a quotation form is useful for transportation companies that deliver custom orders. Whether you run a limousine, party bus, tour company, or other transportation business, you'll want a convenient way for customers to request a price quote through your website. When potential customers provide you with their contact information, size of their party, date of their choosing, and pickup and dropoff times and locations - you are all set to provide them with a price that fits their specifications and your business. salary slip format in ms word pdf This request for a quotation form (or quote request form) template is completely customizable and ready for you to make your own! Request FormsPreview: Time Off Request FormThe Time Off Request Form allows to track employee time off requests on a daily basis, where employees enter their contact information, start and end date of their leave, time interval information and further comments if any. Time Off Request FormsPreview: Hairdressers Appointment Request FormPlanning to open a hair salon or do you own a salon business? Promote your services and get more customers appointments easily through this hairdresser appointment form. This hair salon form collects contact information and your clients can select service required, stylist, date, time. Salon FormsPreview: Cupcake Order FormTemplate serves as your portal for your cupcake loving customers to make orders and pay online. It allows your customers to customize their cupcake orders and for you to get those delicious desserts ready for pickup or delivery. Cake Order FormsPreview: Graphic Design Request Form"Are you a graphic designer and need a form to capture clients' orders? If yes, then, read on because you might be interested in this template. The Graphic Design Order Form Template was specially pre-designed for you. With it, you can easily create your customized order form with which you will be able to capture the details of clients' orders. The Jotform's Form Editor is there for you to create your form easily from a template. You can add your logo and any other field you deem fit. The good thing is that all these can be done by simply dragging and dropping of elements."Web Design FormsPreview: Sponsorship Request FormNeed to gather some sponsorship requests in the fastest way? Well, a request for sponsorship form is what you are looking for. Get sponsorship requests quickly with this online sponsor request form to help your customers find sponsors easily. This sponsorship request form template includes simple questions for contact but also you can develop your form with more elaborate questions if it is needed. Sponsorship FormsPreview: Property Maintenance RequestThe Property Maintenance Request Form allows taking action faster and easier as your customers only provide their name, apartment number and describe the work they request through the form. Thus, through the submissions you can make improvements or reformat accordingly. Work Request Forms Preview: Free Project ProposalA project proposal is used to persuade clients or companies to invest in your offer or select your project recommendation over the others. This is why it is important to create a well-detailed and clear proposal when presenting to your clients. This Project Proposal form is mostly used by an organizations project team or research companies that aims to convince customers or clients to approve the proposed project or research. timex 1440 sports watch manual pdf This form will guide and aid you in creating a clear and professional project proposal that you can present to your customers or clients. It will collect information such as the title of the research project, name of the creator, brief introduction, background information and other basic information required for a proposed project. Request FormsPreview: Call Back FormThis call back form template is all-purpose callback form.

Detailed Capital Budget Request Form

Preparing project in full compliance with the Capital Expenditure Policy (To be completed for all individual expenditures projects > \$25,000 in accordance with the Capital Expenditure Policy)													
Print Form													
1. Project Details													
Project Name:	Life (years):												
Project Originator (Name):	Phone:												
Department:	Location:												
Desired project timing:	Start Date:												
Completion Date:													
2. Project Description/Justification: Include a detailed description of the project and justification. Attach additional documentation as necessary.													
3. Project Cost Estimate: Attach detailed breakdowns of costs. If the project relates to construction/renovation, please attach a Facilities Dependent Cost Estimate.													
Included in Fiscal Year Budget: <input type="checkbox"/> YES <input type="checkbox"/> NO Amount: \$ <input type="checkbox"/>													
4. Timing of Project Costs													
Project Cost Estimate:	<table border="1"> <tr> <td>FY</td> <td>Amount \$</td> </tr> <tr> <td>Total \$</td> <td></td> </tr> </table>	FY	Amount \$	Total \$									
FY	Amount \$												
FY	Amount \$												
FY	Amount \$												
FY	Amount \$												
FY	Amount \$												
Total \$													

You can collect names and numbers to reach out to potential customers needing to get back with you by using this customer call back template. Also, you can collect the customers' preferred date and time information. You can modify this request a call back form as you want with add new fields. Contact FormsPreview: IT Service Ticket FormA standard IT Service Form, useful for businesses that deal with everyday IT related tasks which can be used as an IT service ticket template that allows file attachment and provides an area for further information. IT Request FormsPreview: Request for QuoteThis request for a quotation form is useful for transportation companies that deliver custom orders. Whether you run a limousine, party bus, tour company, or other transportation business, you'll want a convenient way for customers to request a price quote through your website. When potential customers provide you with their contact information, size of their party, date of their choosing, and pickup and dropoff times and locations - you are all set to provide them with a price that fits their specifications and your business. This request for a quotation form (or quote request form) template is completely customizable and ready for you to make your own! Request FormsPreview: Time Off Request FormThe Time Off Request Form allows to track employee time off requests on a daily basis, where employees enter their contact information, start and end date of their leave, time interval information and further comments if any. mylab statistics answers Time Off Request FormsPreview: Hairdressers Appointment Request FormPlanning to open a hair salon or do you own a salon business? Promote your services and get more customers appointments easily through this hairdresser appointment form. This hair salon form collects contact information and your clients can select service required, stylist, date, time. Salon FormsPreview: Cupcake Order FormTemplate serves as your portal for your cupcake loving customers to make orders and pay online. It allows your customers to customize their cupcake orders and for you to get those delicious desserts ready for pickup or delivery. Cake Order FormsPreview: Graphic Design Request Form"Are you a graphic designer and need a form to capture clients' orders? If yes, then, read on because you might be interested in this template. The Graphic Design Order Form Template was specially pre-designed for you. With it, you can easily create your customized order form with which you will be able to capture the details of clients' orders. The Jotform's Form Editor is there for you to create your form easily from a template. You can add your logo and any other field you deem fit. The good thing is that all these can be done by simply dragging and dropping of elements."Web Design FormsPreview: Sponsorship Request FormNeed to gather some sponsorship requests in the fastest way? Well, a request for sponsorship form is what you are looking for. Get sponsorship requests quickly with this online sponsor request form to help your customers find sponsors easily. This sponsorship request form template includes simple questions for contact but also you can develop your form with more elaborate questions if it is needed. Sponsorship FormsPreview: Property Maintenance RequestThe Property Maintenance Request Form allows taking action faster and easier as your customers only provide their name, apartment number and describe the work they request through the form. Thus, through the submissions you can make improvements or reformat accordingly. Work Request Forms