

Procurement Card Review Complete

Random

Reviewed By: _____ University Financial Services

Cardholder: _____ Department: _____

Reviewer: _____

Acct: _____

Review Period: _____

Last Review Period: _____

Last Review Meeting Date: _____

1. Card Documentation & Retention	C	NC	N/A	Comments
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- a. Sufficient documentation available (Receipts)
- b. Bank statement signed by the Cardholder
- c. Bank statement signed by the Reviewer?
- d. Charges verified on bank statement?
- e. A3rAoiLBody MC /LBody <</MCI 1 0 Td [/MCID 18 >sdY <</MCI 1 0 Td [/MCId [(A3rAoiLBoer 0 Tw Tw s1n74 <</M.)][(R)2 (e (arg)3 (d ()Tj 0.00 Tw

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Review Mtg. Date: _____ Review Mtg. Name (Print): _____ Review Mtg. Signature: _____

Procurement Card Review

Complete

Random

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University Financial Services

Cardholder:

Department:

Reviewer

Acct

Review Period:

Last Review Period:

Last Review D] v P Date:

Receipts		Additional Comments	
Date	Amt.	g[002 Tw3()-32	Tc -0.002 T8a onal 5LaM M yyial gR

Review MtgDate: _____ Review Mtg. Name (Print): _____ Reviewer Signature: _____