UNIVERSITY OF CALIFORNIA Agriculture and Natural Resources

PURCHASING CARD TRANSACTION DETAILS

BUSINESS OPERATIONS CENTER

CARDHOLDER NAME:								
UNIT:								
VENDOR/MERCHANT NAME:								
DATE OF TRANSACTION:								
AMOUNT OF TRANSACTION:	\$							
IF APPLICABLE, DID VENDOR INCLUDE SALES TAX:	Υ	ES	(AMT OF	TAX)	NO		
ACCOUNT(S) TO CHARGE: (Include Sub Account & Project Code, if applicable)								
DESCRIPTION OF ITEMS PURCHASED:								
BUSINESS PURPOSE:								
SUPERVISORY REVIEWER SIGNATURE:						 	 late	
SUPERVISORY REVIEWER NAME (PRINTED):			 					
FISCAL OFFICER SIGNATURE:			 			 		
							date	
BOC USE: Document Number:			 					

Email to bocsupport@ucanr.edu