Fresno State Procurement Card Application

Name:	Email Address:		Employee Id:	
Single Transaction Limit:		Monthly Credit L	nly Credit Limit:	
As a cardholder, I agree to comply Card Manual ("Manual"), including terms and conditions.		•	· · · · · · · · · · · · · · · · · · ·	
As the holder of a Procurement Cathis Application and the Manual. It use the Procurement Card for the rocommodities, where University Ma I further understand that imprope Should I fail to use the ProCard prodiscrepancy. I also agree to allow the University initiates legal proceeding. I university in such proceedings. I university in such proceedings.	understand that the Universite stricted commodities or places are in place used of the ProCard may resperly, I authorize the University to collect any gs to recover amounts owed inderstand the University managers.	sity will audit the use of crohibited uses as deta see, must be purchased sult in disciplinary actionsity to deduct from mamounts owed by med by me under this Agray terminate my right.	of my Procurement Card. I under iled within the ProCard Manual from the University's contract on up to and including terminal by salary an amount equal to the even if the University no longereement, I agree to pay all legals to use the ProCard at any time	erstand that I cannot I. I understand that suppliers. tion of employment e total of the er employs me. If the I fees included by th
agree to return the ProCard to the Cardholder's Signature:			. ,	
Dept. Street Address:		Mail Stop:		
City:	State:	Zip Code:	Campus Phone:	
Cell Ph:				
Default PeopleSoft Chartfields: Acc	count: Fund:	Org:	Class:	Project:
I hereby certify that I have reviewe Bank Procurement Card program a agree to abide by all requirements requirements as disseminated by tl	is described in Section V of the of the US Bank Procurementhe Procurement and Support	his Handbook, "Proced t Card program, and w t Services Department	lures – Approving Official." By S vill ensure that I will stay curren	igning below, I here It with Program
Initial	•	Initial	i make decisions on my own o	t what to purchase
Initial Approving Officer's Name:	·	Initial	·	·
	·	Initial Approver's	·	·
Approving Officer's Name:		Initial Approver's	Email Address:	
Approving Officer's Name:		Initial Approver's Alternate A	Email Address: pprovers Email:	·

Emailed signed application to: Celia Gonzalez (cegonzalez@mail.fresnostate.edu) & Antoinette Castanon (acastanon@mail.fresnostate.edu)

Questions? Contact Celia Gonzalez or Antoinette Castanon, (559) 278-2111