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PCARD PLUS Use Form

(To be completed by Cardholder)

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Meeting/Event Type:	Business Meeting Business Entertainment Employee Recognition Retiree Farewell Special Event							
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Large Group Attendees	}	Morrison			******************************			
(20 or more): (If a large group is present and an attendee list is not available, state the approximate attendee count and their UofA department of affiliation)		Departmen	t or Affiliat	ion		Number of	Attendees:	
FRS Account (s): No State or Sponsored Accounts)			(Use 5	Object code: (Use 5170, for Business Meeting; Use 5550, for Business Entertainment)				
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attest that the purchase listed	above is fo	r legitimate Univ	ersity of Arizor	na business	and that n	o alcohol was p	urchased on the	Purchasing Card.
Authorized Purchaser S	Signature	2:					Date:	