

## Attachment H

### Purchase Card Log - Overseas

[Insert Date, i.e. October 2006]

Transaction Date	Vendor	Item Description	Obligation Number	Line Item Number	Transaction Amount	Approving Official Signature & Date	Date Item Received
12/7/2006	Staples	Office Supplies for New Employee	7000123	01	\$ 125.99		12/13/2006
12/14/2006	FedEx	Shipping Brochures to ABC College	7000269	03	\$ 45.00		12/14/2006
12/14/2006	ABC Times Paper	Daily Newspaper Subscription	7000269	02	\$ 442.16		Delivered Daily

\_\_\_\_\_  
 Cardholder Name (Printed)

\_\_\_\_\_  
 Approving Official Name (Printed)

\_\_\_\_\_  
 Cardholder Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Approving Official Signature

\_\_\_\_\_  
 Date