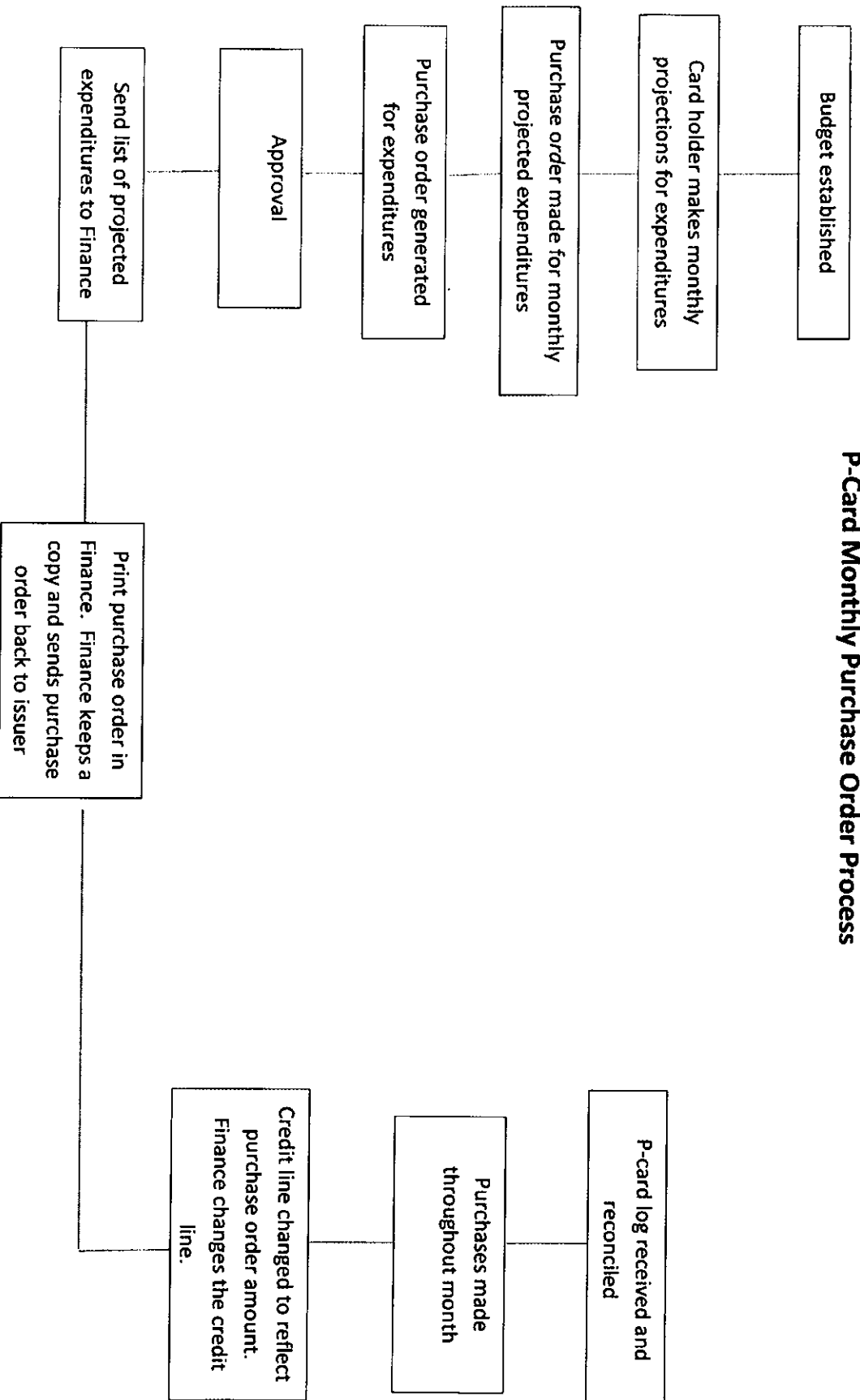


## P-Card Monthly Purchase Order Process



\*\*\* User cannot violate P-card rules. User violates rules more than two times, penalties for non-compliance will result in the card holder privileges being lost.