

FSIC PCARD USE FORM

Submit along with detailed receipt

Check if receipt is taped to back of form

Card Holder: _____ Purchase Date: _____

Vendor Name: _____ Account: _____ County: _____

Cooperative Extension, a Division of Agriculture, Life and Veterinary Sciences, is an outreach arm of the University of Arizona serves as a statewide network of knowledgeable faculty and staff that provides lifelong educational programs for all Arizonans. Cooperative Extension provides a link between the university and the citizens of this state. Family, Consumer, & Health Sciences (FCHS) through several outreach programs builds strong families, strong minds, and strong bodies.

Items Purchased: _____

Who Benefits: Members of the Food Safety Industry Council (FSIC) meeting. **#Attendees** _____

Business Purpose: The FSIC is made up of Yavapai County Health Department personnel, food service providers and community members that provide direction and oversight for food safety in Yavapai County. These face to face meetings are held biannually.

Date & Location of Event: _____

ATTENTION: An agenda and list of attendees are required for all food purchases; with the exception of food purchased for demonstrations.

Agenda List of Attendees (indicate employee, DCC, stakeholder, etc.) Itemized Receipt

*For a group of 25 or more, instead of a List of Attendees, list the number of people in attendance: _____ and their UofA Affiliation _____

FOR ADMIN USE ONLY

Account # _____ Dept # _____

DOC ID # _____ Transaction # _____

Items Purchased:

Description	Cost	Sub-Acct	Obj Code	Sub-Obj Code	Project Code
Shipping					
Sales Tax		<input type="checkbox"/> Tax Exempt*			
Total Dollar Amount					

Tax exempt codes: 3820, 3870, 5520, 5540, 5560, 5810, 5830, 5850, 7810, 7820, 7830, 9175
 *Do not use 5560 for shipping charges that including handling charges.