

University of Nebraska Purchasing Card Transaction Voucher  
Hixson-Lied College of Fine and Performing Arts  
School of Art, Art History & Design

Cardholder:  Requester:

Date of purchase:  Amount:

Vendor:

Business Purpose:  Instruction                      Research                      Conference/Registration  
Other (Please explain):

Description:

Cost Object:

Card Holder Signature: \_\_\_\_\_ Date

Approval Signature: \_\_\_\_\_ Date

<b>To be completed by Business Staff</b>	
Reviewed by: _____	Trans Code: _____
Date	
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Reconciled by: _____	Date: _____