

Purchasing Card Update

from Payment Services

August 15, 2019

PCard Year End Deadlines FY 2019 (August/**September**)

***** DO NOT WAIT TO ALLOCATE *****

You may begin allocating as soon as transactions are posted in Citi!

20 Tues	21 Wed	22 Thurs	23 Fri Last day to purchase for FY 19 to ensure posting on or before 09/03	24 Sat Do not use the Pcard	25 Sun Do not use the Pcard	26 Mon Do not use the Pcard
27 Tues Do not use the Pcard	28 Wed Do not use the Pcard	29 Thurs Do not use the Pcard	30 Fri Do not use the Pcard Last day for 09/03 billing cycle	31 Sat	1 Sun	2 Mon Labor Day
3 Tues Purchasing for FY 20 begins!	4 Wed	5 Thurs	6 Fri	7 Sat	8 Sun	9 Mon Last day for FY 19 Allocations DUE BY NOON

We welcome your feedback!

Please email your questions or suggestions to: pcard@ttuhsc.edu