



TTUHSC PURCHASING CARD UPDATE

October 09, 2007

STATEMENT ENDING 10/05/07

Transactions 09/06/07 through 10/05/07

Transaction Adjustments or Reallocations for statement ending **10/05** will need to be processed in Pathway Net by **5:00pm, Friday, October 19th**.

Please do not make any changes to the **10/05** statement in Pathway Net after the deadline. The changes will not be reflected in the JPMorgan Chase download that Business Services will process on the following Monday.

Important Information About the Apple iPhone

Subject: Apple iPhone
Texas Tech University and/or Texas Tech University Health Sciences Center does not support the Apple iPhone. TTU/TTUHSC will not approve nor pay for any purchases of the Apple iPhone or accessories.

POST PAYMENT REVIEW REPORTS WILL NO LONGER BE SENT THROUGH CAMPUS MAIL

Starting December 2007

The Purchasing Card Review's "Report of Findings" will be emailed to the cardholder once the review has been completed by Business Services. If a response is needed, the department's administrator/account manager will be "cc'd" on the email.