

## PURCHASING CARD ANNOUNCEMENT

July 27, 2007



### **DOES YOUR PURCHASING CARD EXPIRE IN AUGUST 2007?**

All cards will be issued with the same 16-digit account number and the same current credit limit. **The security code on the back of the card will change.** MasterCard has established new character length criteria.

Depending on the number of characters in your name, your card may have some changes.

**When picking up your new purchasing card please turn in the OLD CARD.**

You can use your new card as soon as it is activated. Once the new card is activated, authorizations will no longer be approved on the old card.

**The August distribution schedule is as follows:**

#### **Lubbock:**

New Purchasing Cards can be picked up starting on Wednesday, August 8th in Suite 2C174/Business Services.

#### **Abilene, Dallas and Correctional Health Care:**

Cards will be mailed to the address on the cardholder's statement.

#### **Amarillo:**

Cards will be sent to **Denise Jordan** the 2nd week of August. The distribution schedule will be determined by the campus.

#### **Amarillo (SOP):**

Cards will be sent to **La Wana Boyd** the 2nd week of August. The distribution schedule will be determined by the campus.

#### **El Paso:**

Cards will be sent to **Marti Juarez** the 2nd week of August. The distribution schedule will be determined by the campus.

#### **Odessa:**

Cards will be sent to **Alma Gomez** the 2nd week of August. The distribution schedule will be determined by the campus.

**Purchasing Cards not expiring in August 2007:** All other purchasing cards will be good through the last day of the expiration month stated on your current card.