AC0024
Rev. 2/22

PROCUREMENT CARD DISBURSEMENT LOG

(APPENDIX A)

Accounting Department Lincoln Public Schools • Lincoln, Nebraska

Month:	Custodian Name:	Phone Number:
Location:		Credit Card Number:

DATE OUT	DATE IN	TRANSACTION DATE	ACCOUNT NUMBER	AMOUNT	DESCRIPTION/PURPOSE	VENDOR NAME	USER (PRINTED)	USER SIGNATURE	ON BILL

DATE OUT	DATE IN	TRANSACTION DATE	ACCOUNT NUMBER	AMOUNT	DESCRIPTION/PURPOSE	VENDOR NAME	USER (PRINTED)	USER SIGNATURE	ON BILL