UNIVERSITY OF MICHIGAN
DIVISION OF STUDENT AFFAIRS

# P-Card Memo

| | | | |
|---|---|---|---|
| Cardholder Name | Ariana E Bostian-Kentes | Cardholder phone | 763-4186 |
| Cardholder Email | abostian@umich.edu | | |
| Project Name | | | |
| Shortcode | | Trip No. | |

If Shortcode not available

| | | | | | |
|---|---|---|---|---|---|
| Fund | 10000 | Dept | 600520 | Program | ADMIN |
| Class | 53000 | Proj/Grant | | | |

| | | | |
|---|---|---|---|
| Vendor | Domino's Pizza | Amount | $46.43 |

| | | | | | |
|---|---|---|---|---|---|
| Transaction No. | 342168 | Sequence | 2 | Trans. Date | 10-02-10 |

| | |
|---|---|
| Description of Purchase (what? who for? why?) | This memo is to account for the lack of itemized receipt for this pizza order. The pizza was delivered to a work-related retreat and the delivery person only had a receipt with the total amount of the order. The food ordered included several different pizzas, no alcohol was served. |

| | | | |
|---|---|---|---|
| Cardholder Signature | | Approval Signature | |
| Cardholder Name | Ariana E Bostian-Kentes | Approval Name | Jacqueline D Simpson |