

TEXAS A&M UNIVERSITY-Commerce

Purchasing Card Internal Order Transaction Log

FAMIS Acct Number: _____
(FAMIS Account & Support Account)

Account Manager Approval _____

Cardholder Name: _____

Cardholder's Signature: _____

Statement Closing Date: _____

Transaction Date	Cross Ref #	Vendor Name Vendor # *	Commodity Code *	Description	Amount	Date Received	Reconciled/ By Whom
	1						
	2						
	3						
	4						
	5						
	6						
	7						
	8						
	9						
	10						
	11						
	12						
	13						