UNM FUEL CARD

TRANSACTION LOG

Department: _____ **Default Index:** _____

Vehicle Unit #: _____ **Default Account:** _____

Make/Model _____ **Org Code:** _____

Year/License Plate: _____ **PCard Statement Date:** _____

Date	Vendor	Business Purpose	Amount	Requestor	Index Code	Account Code

*If the transaction has been reallocated and/or split, each Account Number including split amounts must be documented. **A transaction cannot be split among more than 10 Account Numbers.**

I certify that the information contained on this Transaction Log complies with the Cardholder Agreement, University Policies and Procedures, and has been compared to the bank statement.

I certify that all transactions included in this Fuel Card Log have been paid by UNM Fuel Card and will not be submitted for reimbursement by UNM or any other entity.

_____ _____

Vehicle's Supervisor/Responsible Party Signature Date

Dean, Director or Department Head Signature Date

_____

Reconciler's Signature Date