

CAN THESE CHARGES BE MADE WITH THE CORPORATE CARD?

Maximum Purchase Amount Allowed	<\$5,000
ADVERTISEMENTS	No
AIRLINES	YES
ALCOHOL – denatured (190-200 proof) or liquor	No
ANIMALS	No
BAGGAGE (Extra)	No
CARPET	No
CASH	No
CATERING	YES
COMPUTERS	No
CONFERENCE FEES	YES
CONTRACTS/LICENSING AGREEMENTS	No
COPYING	No
ENTRANCE FEES (for Sporting Events/Tournaments)	YES
FLOWERS (limited by University Policy)	No

GASOLINE	YES
GIFTS, GIFT CERTIFICATES, or GIFT CARDS	No
HAZARDOUS MATERIALS	No
HOTELS	YES
INSURANCE	No
INTERNET SERVICES	No
MAINTENANCE & SERVICE AGREEMENTS	No
MEALS	YES
MEDICAL SERVICES	No
MEMBERSHIP DUES	YES
PERSONAL PURCHASES	No
POSTAGE	YES
PRINTING	No
PURCHASE AGREEMENTS	No
RADIOACTIVE MATERIALS	No
REIMBURSEMENT FOR OUT OF POCKET	No
REGISTRATIONS	YES

REPAIRS	No
REPRINTS & SUBMISSION FEES	No
ROOM RENTAL FOR EVENTS	No
RESTAURANTS	YES
SEAT CHARGES	No
SERVICES	No
SHIPPING (UPS, FedEx, Etc.)	YES
SHUTTLE SERVICES	YES
SOFTWARE	No
SUBSCRIPTIONS	No
TAXI SERVICES	YES
TELEPHONES (Cellular or Other)	No
TRANSPORTATION (Car rentals)	YES
TRAVEL INSURANCE	No
USED MERCHANDISE	No
WEB DESIGN	No