TR Document #

Washington University
Procurement Card Expenses

Detail Expense Activity
Name: _____
Destination: _____

Date (a)	Transaction ID# (b)	Amount (c)	Description (d)

$0.00 Total - ties to Line 22 on Travel Expense Statement

(a) Date of transaction
(b) Procard Transaction ID # from PaymentNet
(c) Total amount of transaction
(d) Description of transaction (meal, airfare, lodging etc)