MURRAY CITY SCHOOL DISTRICT
CREDIT CARD PURCHASE AUTHORIZATION

(Pre-authorization required for credit card purchase over $500)

	Vendor Information
Date:	Name:
School:	Address:
Program	Address 2:
	City/State/Zip:

Approvals

Principal/Supervisor:	**Charge to**
Immediate Supervisor:	Account #:
Business Administrator:	

Please describe below the purpose of the purchase & attach any necessary documentation - Attach document with Credit Card Log.	**Amount**
Total	