THE OHIO STATE UNIVERSITY
COLLEGE OF FOOD, AGRICULTURAL, AND ENVIRONMENTAL SCIENCES

Month / Year	
Name on PCard	
PCard Manager	
Last 4 Digits	

PCard Internal Tracking Log

Card Out			**Card Returned**						
Date	**Time**	**Initials**	**Vendor**	**Amount**	**Description**	**Date**	**Time**	**Initials**	**PR # / T#**