

Purchasing Cardholder Activity Certification

Office/Program

I hereby certify each purchase listed on the attached Statement of Cardholder Activity from Bank of America was made in compliance with the State of South Carolina's procurement laws and regulations and Budget and Control Board purchasing card policies and procedures. I further certify any violation of the procurement laws and regulations and the aforementioned policies and procedures, and any misuse, abuse or fraudulent use relating to a Purchasing Card has been reported by me immediately upon discovery and in writing to at least one of the following: Office Purchasing Card Liaison, Procurement Card Administrator, Internal Audit Services or the Fraud Hotline.

Date of Bank of America Statement of Cardholder Activity: ___/___/___

Name of Office/Program: _____

Printed Name of Cardholder: _____

Signature of Cardholder: _____

Date Signed: ___/___/___

Printed Name of Cardholder Activity Manager: _____

Signature of Cardholder Activity Manager: _____

Date Signed: ___/___/___

***ALL TRANSACTIONS ARE HEREBY CERTIFIED
EXCEPT AS NOTED ON THE ATTACHED STATEMENT***