



Purchasing Card Limits

The Procurement and Payment Services Team is sending a reminder to campus about appropriate use of University purchasing cards (p-cards). Each p-card has a per transaction limit of \$2,500, with a monthly limit of \$7,500.

Splitting a purchase into multiple transactions to circumvent these purchase limits, or using multiple cards to circumvent these transactions limits is never appropriate.

Having these p-card transaction limits helps the University ensure that we remain in compliance with federal regulations, such as Uniform Guidance. As the University receives external research dollars, it is critical cardholders abide by these guidelines for our external sponsors.

Contact Information

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