

JPMorgan Chase Procurement Card Account Application Form

For State of Texas Use Only

Please complete form, obtain approvals and forward to: Susie Motal, UHV Business Services

(A) Check One: To be completed by Program Administrator

New

(B) Corp # 4553

Change *(Only complete fields to be changed)*

Delete/Close Cardholder Account #

(C) State Of Texas Agency / University / Co-Op Information

Agency
Name:

Agency Number: **00765**

(D) Cardholder Information (Please Print Required Information)

Cardholder Name

(24 Characters) Line 1 _____

Name Line 2 _____

Social Security # (last 4 digits only)

XXX -XX - _____

Employee ID

(found on timesheet) _____

Email Address

Work Phone

Campus Address

Home Phone

City

State

Zip Code

Default Internal Audit Code: **(Cost Center SpeedType)** _____

(E) Reporting Hierarchy Level Numbers (To be completed by Program Administrator)

Level 1 Number	4553	Level 2	Level 3	Level 4
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(F) Cardholder Controls (Required unless specified)

Credit Limit (CSL) \$5,000 Single Purchase Limit (SPL) \$3,000

Authorizations Per Day _____ Transactions Per Cycle _____

MCC Group Default - TXP 4553

(Merchant Category Code Group) Exclude

(G) Cardholder Approvals - Signature Required

Program Administrator:	Date Signed _____	PA Verification ID # _____
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Departmental/Supervisor's Signature:	Date Signed _____	
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Applicant Signature:	Date Signed _____	
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Note to Applicant: Effective FY09, a security background check (criminal history investigation) will be required for new ProCard applicants, who have not had a background check in the past six months. Attach clearance to this form.

(H) Bank Use Only

Account Number _____

Verification ID# Verified: _____

Date: _____

Initials: _____