

**Fayette County Public Schools**



DATE: 6/19/09

**PROCUREMENT CARD EXPENDITURE**

USER (Person Making Expenditure): Cathy Pennington

CARDHOLDER'S NAME: Rebecca Riley

VENDOR INFORMATION		DELIVER TO
NAME	<u>Walmart</u>	DEPARTMENT:
ADDRESS	<u>Sir Barton</u>	
	<u>Lexington</u>	
PHONE	<u>858-263-0999</u>	DELIVERY DATE:
FAX		CONTACT PERSON:
EMAIL		

**SONA FIDE BUSINESS PURPOSE**

Drinks + Supplies for Bookkeeper/Timkeepers Meeting on 6/19/09.

\*\*\*REFRESHMENTS PURCHASED FOR MEETINGS MUST HAVE AN AGENDA ATTACHED TO THIS FORM\*\*\*

Amount	<u>17.99</u>	<u>0011513</u>	<u>0630</u>	
		Org	Obj	Proj
Amount	<u>5.69</u>	<u>0011513</u>	<u>0610</u>	
		Org	Obj	Proj

QTY	UNIT PRICE	DESCRIPTION	TOTAL PRICE
<u>5</u>	<u>2.75</u>	<u>Pepsi products</u>	<u>13.75</u>
<u>3</u>	<u>1.39</u>	<u>FBP</u>	<u>4.17</u>
<u>2</u>	<u>1.86</u>	<u>7" Plates</u>	<u>3.72</u>
<u>1</u>	<u>1.97</u>	<u>Napkins</u>	<u>1.97</u>
Subtotal			<u>23.61</u>
Total from add'l pgs			
Grand Total			<u>23.61</u>

X Cathy Pennington  
Person making expenditure  
PCR 1 Original August 2008

X Rebecca Riley  
Cardholder

### Financial: Transaction Summary ?

Show View Criteria ▶


FAYETTE CO PUB SCHOOLS  
 701 E MAIN ST  
 LEXINGTON, KY 40502-1670 USA


1 of 2 [Next >](#)

Search Transaction Count Total: 20      Search Transaction Amount Total: 6,697.25

[Expand All](#) | [Collapse All](#)

Detail	Supervisor Reviewed	Cardholder Reviewed	Posting Date	Transaction Date	Description	Transaction Amount	Sales Tax	Additional Information						
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	06/10/2009	06/08/2009	MVA AIR 01272310318101, LEXINGTON, KY	391.90	0.00	<input type="checkbox"/>						
Expense Description: IB MYP LEVEL I TRAINING - AUSTIN, TX - JULY 23-26, 2009														
<table border="1"> <thead> <tr> <th colspan="2">Account Codes</th> </tr> <tr> <th>LOCATION</th> <th>GL ACCOUNT CODE</th> </tr> </thead> <tbody> <tr> <td>2a C080 FINANCIAL SERVICES w/ ADDITIONS</td> <td>1002118-0589-3208 TRAVEL - BOARD APPROVE</td> </tr> </tbody> </table>									Account Codes		LOCATION	GL ACCOUNT CODE	2a C080 FINANCIAL SERVICES w/ ADDITIONS	1002118-0589-3208 TRAVEL - BOARD APPROVE
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LOCATION	GL ACCOUNT CODE													
2a C080 FINANCIAL SERVICES w/ ADDITIONS	1002118-0589-3208 TRAVEL - BOARD APPROVE													
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	06/10/2009	06/08/2009	MVA AIR 01272310318112, LEXINGTON, KY	391.90	0.00	<input type="checkbox"/>						
Expense Description: IB MYP LEVEL I TRAINING - AUSTIN, TX - JULY 23-26, 2009														
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	06/10/2009	06/08/2009	MVA AIR 01272310318123, LEXINGTON, KY	391.90	0.00	<input type="checkbox"/>						
Expense Description: IB MYP LEVEL I TRAINING - AUSTIN, TX - JULY 23-26, 2009														
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	06/10/2009	06/08/2009	MVA AIR 01272310318134, LEXINGTON, KY	391.90	0.00	<input type="checkbox"/>						
Expense Description: IB MYP LEVEL I TRAINING - AUSTIN, TX - JULY 23-26, 2009														




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 Currently logged in as: QUOYA SHEGOG (311771, Company Administrators)

<https://sdl.mastercard.com> - 5/3 Commercial Reports - Real-time Export - Microsoft Internet Explorer

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### Real-time Export ?

**STEP 1: Export Selection**

Exports:

Date Type:  Posting Date  Transaction Date

Review Status:

**STEP 2: Choose Date Range (Range cannot exceed 184 days)**

Billing Cycle:


Date Range:
 Data available starting: 08/29/2007

From Date
/
/
/

To Date
/
/
/

**STEP 3: Export Description \***

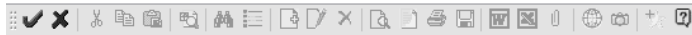
Done


Internet 2:04 PM

- ⊕ System
  - ⊕ Favorites
  - ⊕ Quick Links
    - ⊖ MUNIS Main Menu
      - ⊖ A. Financials
        - ⊕ A. General Ledger
        - ⊕ C. Purchasing
        - ⊖ D. Accounts Payable
          - ⊖ B. Invoice Processing Menu
            - A. Invoice Entry/Proof
            - B. Invoice Approvals
            - C. Invoice Maintenance
            - D. Recurring Invoice Maintenance
            - F. Import ASCII Invoices**
            - G. Export ASCII Invoices
            - H. Voucher Print
            - I. Import Invoices/Liquidate PDs
          - ⊕ C. Cash Disbursements Menu
          - ⊕ D. Vendor Maint/Reports Menu
          - ⊕ F. Invoice Inquiry/Reports Menu
        - ⊕ E. Inventory
        - ⊕ G. Fixed Assets
        - ⊖ J. G/L Account Inquiry
        - ⊖ K. YTD Budget Report
      - ⊕ B. Payroll/Personnel
      - ⊕ F. FCPS CUSTOM REPORTS
      - ⊕ M. Menu Display Preference
- ⊕ Help



Tyler	<a href="http://www.tylertechnologies.com">http://www.tylertechnologies.com</a>
Munis	<a href="http://www.munis.com">http://www.munis.com</a>
Support	<a href="http://www.munis.com/customer.htm">http://www.munis.com/customer.htm</a>



Execute this report	Now
<b>Input file</b>	/ms/ap/out.txt
Import format	Standard
Detail account from	Import File
<b>Year/period</b>	Within year/period 2010 3
Fund	
<b>Cash account</b>	10 6101 CASH IN BANK
Warrant	PC010101
Department	
Invoice date	01/01/2010
Due date	01/01/2010
<b>Effective date</b>	09/29/2009
Form	
Delimiter	<input type="checkbox"/>
Include decimals	<input type="checkbox"/>
On the fly vendors	<input type="checkbox"/>
Match/Update vendors on SSN/FID number	<input type="checkbox"/>
Flag imported invoices as	<input checked="" type="radio"/> EFTs - Electronic Funds Transfer <input type="radio"/> Printed checks <input type="radio"/> Default from vendor <input type="radio"/> Default from import file <input type="radio"/> Direct disbursement

Import flag

QWR