Month: July
Fiscal Year: 2007
Duke Card #: 000055555
Dept ID: 100900
Dept Name: Dept of Testing
Contact Name: John Smith
Contact Phone: 8.5555

JMU
JAMES MADISON UNIVERSITY

Duke Card Transaction Report
Monthly Usage Log
(Substitute Food & Beverage Certification Form)

Date of Purchase	Purchase Location	Item(s) Purchased (Please be Specific)	Reason for Purchase (Please be Specific)	Cost
7/5	Printing-Copy Center	250 copies of handouts for meeting	Meeting of all department's faculty for fall semester	200.00
7/8	Bookstore	Copy of new version of Micro. Office	For student use computer	300.00
7/12	UREC	1 time UREC use	Guest speaker 1 time use of UREC	10.00
7/15	Post Office	100 Stamps	Stamps to mail recruitment brochures	39.00
7/19	Bookstore	No Honorarium - Mug	Speaker gift for Mr. John Doe	8.00
	specify			
	specify			
	specify		