VISA PROCUREMENT/TRAVEL CARD ONLINE BANK

STATEMENT ACCESS FORM

User Information

Procurement Card or Travel Card? _____

Are you the Administrator (Yes/No)? _____

Are you the Cardholder (Yes/No)? _____

Do you currently have a Region's User ID (Yes/No)? _____

If you answered "No" to the last question please coninue to New User Information

Current Region's User ID_____

New User's Full Name_____

User's E-Mail Address_____

Department Information

Department Name_____

Department Phone Number_____   Mail Stop_____

Card Information

List the last four (4) digits of the card number(s) and last name(s) on the cards that you need to access. If you need to access more than 5 cards, please attach an additional sheet.

Last Four_____   Last Name_____

Last Four_____   Last Name_____

Last Four_____   Last Name_____

Last Four_____   Last Name_____

Last Four_____   Last Name_____

Please email the completed Access Form to the Procurement Card group