

Section 22

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From:
Sent: Thursday, 15 May 2014 9:32 AM
To: Accounting Support Helpdesk
Subject: VISA Credit Card Upload [SEC=UNCLASSIFIED]
Importance: High

A transaction has been processed against your Treasury credit card with details listed below.

Please ensure that all receipts and paperwork have been attached to a Credit Card Receipt Form. The documentation must be forwarded to the Credit Card Officer, FAST (ccreceipts2@treasury.gov.au)

The Credit Card Receipt Form can be found on the intranet at: Business Areas/Financial Management & Financial Administration and Procurement/Forms/Treasury Credit Card Receipt or click on this link: <http://intra/treasuryforms/layouts/WordViewer.aspx?id=/treasuryforms/Documents/Credit%20Card%20Receipt.docx&Source=http%3A%2F%2Fintra%2Ftreasuryforms%2FPages%2Fdefault%2Easpx&DefaultItemOpen=1>

Should you have any queries please contact the Credit Card Officer on x2000.

Regards

Financial Administration & Support Team
Financial & Facilities Management Division

Section 22

Card Holder Name:
Credit Card Number:
Card Vendor:
Company Code:

Document Number: 19049470 **Transaction ref** 74564724132353125929887
Trans date 12.05.2014 **Billed Amt** 25.00 **Amount AUD** 25.00
FAIRFAX SUBSCRIPTIONS PYRMONT 00036
Supplier name FAIRFAX SUBSCRIPTIONS **Supplier city** PYRMONT
Supplier Country 00036

Document Number: 19049471 **Transaction ref** 74564454134102497420674
Trans date 14.05.2014 **Billed Amt** 9,718.62 **Amount AUD** 9,718.62
PARLIAMENT HOUSE CATERING CANBERRA? 00036
Supplier name PARLIAMENT HOUSE CATERING **Supplier city** CANBERRA?
Supplier Country 00036