

# Update Procard Approver

Submitted By: \_\_\_\_\_

Date: \_\_\_\_\_

Department Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

New Approver: \_\_\_\_\_

Approver's Signature: \_\_\_\_\_

New Alternate Approver: \_\_\_\_\_

Alternate Approver's Signature: \_\_\_\_\_

\_\_\_\_\_ Cardholder(s) under New Approver/Alternate Approver \_\_\_\_\_

Cardholder: \_\_\_\_\_

Cardholder: \_\_\_\_\_

Cardholder: \_\_\_\_\_

Cardholder: \_\_\_\_\_

Cardholder: \_\_\_\_\_

Cardholder: \_\_\_\_\_

Cardholder: \_\_\_\_\_

Cardholder: \_\_\_\_\_

*Return Completed Form To:  
Procurement & Support Services, M/S: JA111  
Attn: Kevin Taloz*