



LACARTE TRANSACTION LOG

AS703

Expense Report # \_\_\_\_\_

Cardholder Name \_\_\_\_\_

Cost Center # \_\_\_\_\_

Activity Month \_\_\_\_\_

Receipt(s) enclosed

Reconciled

Date	Merchant	Purchase Description
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Approved by

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date

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