



UNIVERSITEIT
STELLENBOSCH
UNIVERSITY

Finance Policy: Credit Cards

Type of Document:	Policy
Purpose:	The policy contains the rules of SU regarding the existence of credit cards within the SU environment
Approved by:	Finance Committee
Date of Approval:	2009/05/04
Date of Implementation:	2009/05/04
Date of Next Revision:	As Required
Date of Previous Revision(s):	
Policy Owner¹:	Chief Operating Officer
Policy Curator²:	Chief Director: Finance
Keywords:	Credit Cards
Validity:	In case of differences in interpretation the English version of this policy will be regarded as the valid version.

SU Policies are available at www.sun.ac.za/policies

¹ Policy Owner: Head(s) of Responsibility Centre(s) in which the policy functions.

² Policy Curator: Administrative head of the division responsible for the implementation and maintenance of the policy

2.10

CREDIT CARDS

Policy Number: 046A/06/04

Scope: The policy contains the rules of SU regarding the existence of credit cards within the SU environment.

Policy:

No corporate credit cards may exist in any SU environment. If purchases are made with a personal credit card, a cheque may not be requested against the cost point merely by providing the credit card statement as evidence; the necessary invoices should be attached.

Contact Division:

Financial Services