

Example of Excluded Purchases

Alcoholic Beverages

Cash Advances

Construction, Renovation or Installation

Gift Cards

International Companies, except for Canada, United Kingdom, & Australia. Special approval process is required for any other countries.

Meals while in travel status

Personal Items

Printed materials (not including books) i.e. copying services, business cards, etc.

Purchases involving trade-in of University property

Real Estate Leases

Sales Tax

Tobacco Products

Weapons, Ammunition