



1600 Holloway Avenue  
San Francisco, CA 94132

**Date:**

## **Certification of non-original/electronic receipts**

I certify that the non-original or electronic receipts included in this P-Card report packet are the original receipts issued to me by the vendor. I further certify that I have not submitted, nor will submit in the future, a duplicate of these receipts for payment or reimbursement.

Cardholder's Name: \_\_\_\_\_ Signature of Cardholder: \_\_\_\_\_

Approver's Name: \_\_\_\_\_ Signature of Approver: \_\_\_\_\_