TEXAS STATE UNIVERSITY
PROCUREMENT CARD PROGRAM
PROCUREMENT CARD (P-CARD) CANCELLATION FORM

Cardholder/Custodian Name: _____

Last four digits of the P-Card: _____

Reason for the cancellation:

☐ Card Reclaimed/Attached

☐ Card Destroyed Destroyed by: _____

_____ _____

Account Manager's Printed Name Account Manager's Signature

UNIVERSITY PROCUREMENT SERVICES

_____ Date: _____

Account Closed in the P-Card Providers System By

Rev 11/2026