

CARDHOLDER ANNUAL REQUIREMENTS

Cardholder Enrollment/Annual Review Form – signed by Cardholder and Approver

Link to Form: <https://webservices.ulm.edu/forms/get-form/918>

STL from the second sheet needs to be picked out

Note: Any STL over \$5,000 will need the approval of the Office of State Travel, on travel cards

OSP Travel Card Cert for Cardholders – Louisiana’s LEO training certificate

Your employee number (H#####) is needs LEO instructions: