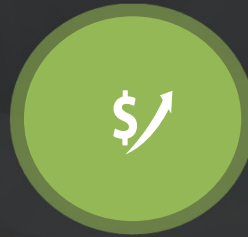




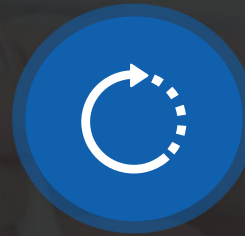
**Transition to US
Bank**



**Card
Application
Process**



**Single
Transaction
Limit
Increase**



**Improved
Reconciliation
Process**

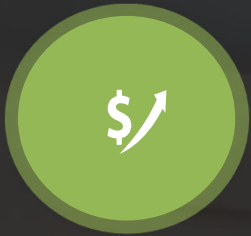


**Differences
from
Previous
Process**



Card Application Process

- With The Transition to US Bank, It is no longer Required to have/apply for a separate card For transactions on Grant accounts.
- The bank provides an option to select an account type when allocating transactions.
- US Bank processes new card application immediately and ships out new cards the day after.



**Single
Transaction
Limit
Increase**

- With the transition to US Bank, the single transaction Limit has been increased from \$2,999.99 to \$10,000.
- The transaction Limit per single allowable equipment Item has been increased from \$999 to \$3000.



Improved Reconciliation Process

- Cardholders now have the option to request access to their individual cards on the bank website.
- Transactions can be disputed by cardholders/reconcilers on the bank website
- Supporting documentation for all transactions can be uploaded on the bank website.
- US Bank provides a list of most common transaction decline codes and their meaning.



**Differences
from
Previous
Process**

- When all cardholders in a department upload the supporting documentation for transaction to the bank website, only the Reconciliation Log, Department Report and Cardholder Report are required in the monthly reconciliation packet.
- Department Reports now show the totals for each cardholder in the department.
- Sales tax and transaction disputes are now included in the Department and Cardholder Reports.
- Allocation information is combined into one column of both the Department and Cardholder reports.

Thank You



**Business Services
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