

*Chief
Mankie*

CHEROKEE NATION OF OKLAHOMA

DATE: MAY 5, 1994

TO: ALL DEPTS. OBTAINING PHILLIPS CREDIT CARDS

FROM: SANDY HAGEL, BUDGET ANALYST, ADMINISTRATIVE SERVICES

SH

Please find attached the new authorization forms which have the account number including the assigned card number completed with the current assigned component/account code that needs to be completed by the cardholder with his/her name printed, employee number, signature and date in order to pick up the Phillips credit card with the expiration of 6/95. The ones currently being used expire 6-30-94. The new ones for expiration 6/95 are in my office now, and can be picked up at your convenience. If you have any component/account number or cardholder updates, please request another authorization form and correct.

Thanks!!