Pro-Card User Form

| To: | Supplier: | M. Suzanne Clinton c/o University of Central Oklahoma |
|-------|---------------|---|
| | Address: | 100 North University Drive |
| | | Campus Box 115 |
| | | College of Business 218 |
| | | Edmond, OK 73034 |
| | | |
| | | |
| From: | Department: | |
| | Contact Name: | |
| | Telephone: | |
| | Email/Fax: | |

Dear Sir or Madam:

Re: Oklahoma Women in Higher Education Conference

In order to pay conference registration before the conference date, the State of Oklahoma requires that the following three conditions are met. Please check the appropriate box(es) below to indicate if this conference meets the requirements.

 \blacksquare A discount is given for early registration.

If the registered participant cannot attend, someone else may attend in his/her place.

If the <u>conference</u> is cancelled, a 100% refund will be issued.

| M. Suzanne Clinton | 8/21/2019 |
|----------------------------------|-----------|
| Signature of Conference Official | Date |

Oklahoma Women in Higher Education Treasurer Title of Conference Official