

PCard Tier/ Transaction Limits Options

Single Transaction Limit	Billing Cycle Limit	Comment
\$3,000	\$500 - \$5,000	Depend on Job Duties and Estimated Monthly Spend
\$3,000	➤ \$5,000	Applies to Mostly Admin's
\$3,000	\$10,000 - \$20,000	Logistics
\$3,000	\$	Other (if responsible to purchase high dollar amount)
\$3,000	\$20,000	Travel Coordinator