

**SNAP-Ed & EFNEP P-Card Purchase**

(For food & non-food purchases - must accompany store receipt/invoice. Use 1 form PER PURCHASE) Last 4 Card Digits \_\_\_\_\_

Educator Name \_\_\_\_\_

Date \_\_\_\_\_

Name of P-Card holder \_\_\_\_\_  
(if other than educator)

SNAP-Ed \_\_\_\_\_

Curriculum \_\_\_\_\_

EFNEP \_\_\_\_\_

Food purchases are not taxed.

Sales tax must be paid on most purchases other than food.

Is tax included for non-food purchase? Yes \_\_\_ No \_\_\_

Budget # \_\_\_\_\_

If tax **not** included in non-food purchase, complete box below:

Amount not taxed _____ x Local Tax % _____ = Tax _____
Purchase amount: _____
+ Tax to be added: _____
= Total to be charged to budget: _____

Recipe(s) to be used

<p><b>Tape store receipt here.</b> <b>Use back of page or extra pages as needed.</b></p>
--

Explanations/donated items

For office use only
Received: _____
Reviewed: _____
Transaction ID: _____
Cleared: _____