**Appendix 5 - Procurement Card Limit Increase Approval Form**

**Name of Procurement Card holder-**

**Reason for increase-**

**Amount and timeframe of increase-**

Line Manager’s Signature: ……………………………………………

Print Name: ………………………………………

Cardholder’s Signature: ……………………………………………

Print Name: ………………………………………

Please return this form to [ProcurementCardAdministration@brunel.ac.uk](mailto:ProcurementCardAdministration@brunel.ac.uk).

**Date actioned by Procurement-**