

- **The Emory Corporate Credit Card** is used for travel and travel-related services, such as airline tickets, lodging, car rentals, meals, conference registrations, etc., required for the conduct of university business. All charges to the Corporate Credit Card must be properly itemized, submitted, and approved via the Expense Request reporting process in Compass. The Corporate Credit Card expenses are paid by the university to J.P. Morgan Chase.

- **The Emory Procurement Credit Card (P-Card)** is used for business-related departmental expenses such as office supplies that are not available in Emory Express, subscriptions, association memberships, postage, etc. All charges to the PCard must be properly itemized, submitted, and approved via Compass. The P-Card expenses are paid by the university to J.P. Morgan Chase.

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