



Transfer Cart Authorization Form

*This form is to be utilized for CSUEB employees wishing to have shopping capability on the Campus Marketplace, and to transfer their shopping carts to an approved state p-cardholder.*

Originator name (shopper) Title

Department Email

Extension Date

*My shopping cart will be transferred to the following CSUEB p-card holder:*

State p-card holder name (submitter) Title

Department Email

Extension Date

Complete and email to your p-card holder and chris.lam-vazquez@csueastbay.edu . The originator will receive a confirming email inviting them to the Campus Marketplace site.