

# References

## Corporate Card Administration

- Phyllis Douglas - Administrator ..... 314-2675
- Yolanda Thomas – Asst. Administrator ..... 314-7364
- Dixie Petty – Asst. Administrator ..... 865-5216

## Accounts Payable – Manager

..... 314-2659

- Concur (T&E Cards)
- Expense Reports
- Assigning Approvers

## Nita Randolph – Business System Analyst

..... 314-2784

- Concur Access
- Setup and site navigation

## Laney Armstrong – Manager

..... 314-2578

- Travel