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AMERICAN EXPRESS AND TRAVEL-RELATED EXPENSES

ADOPT: DECEMBER 12, 1989

REVIEWED: MAY 8, 2001

REVISED: MARCH 11, 2008

By agreement with American Express Travel Related Services Company, Inc., District employees may use an American Express travel card to pay travel-related expenses with no annual charge to the District or to the employee.

The administrative procedure identifies those eligible to receive this card.