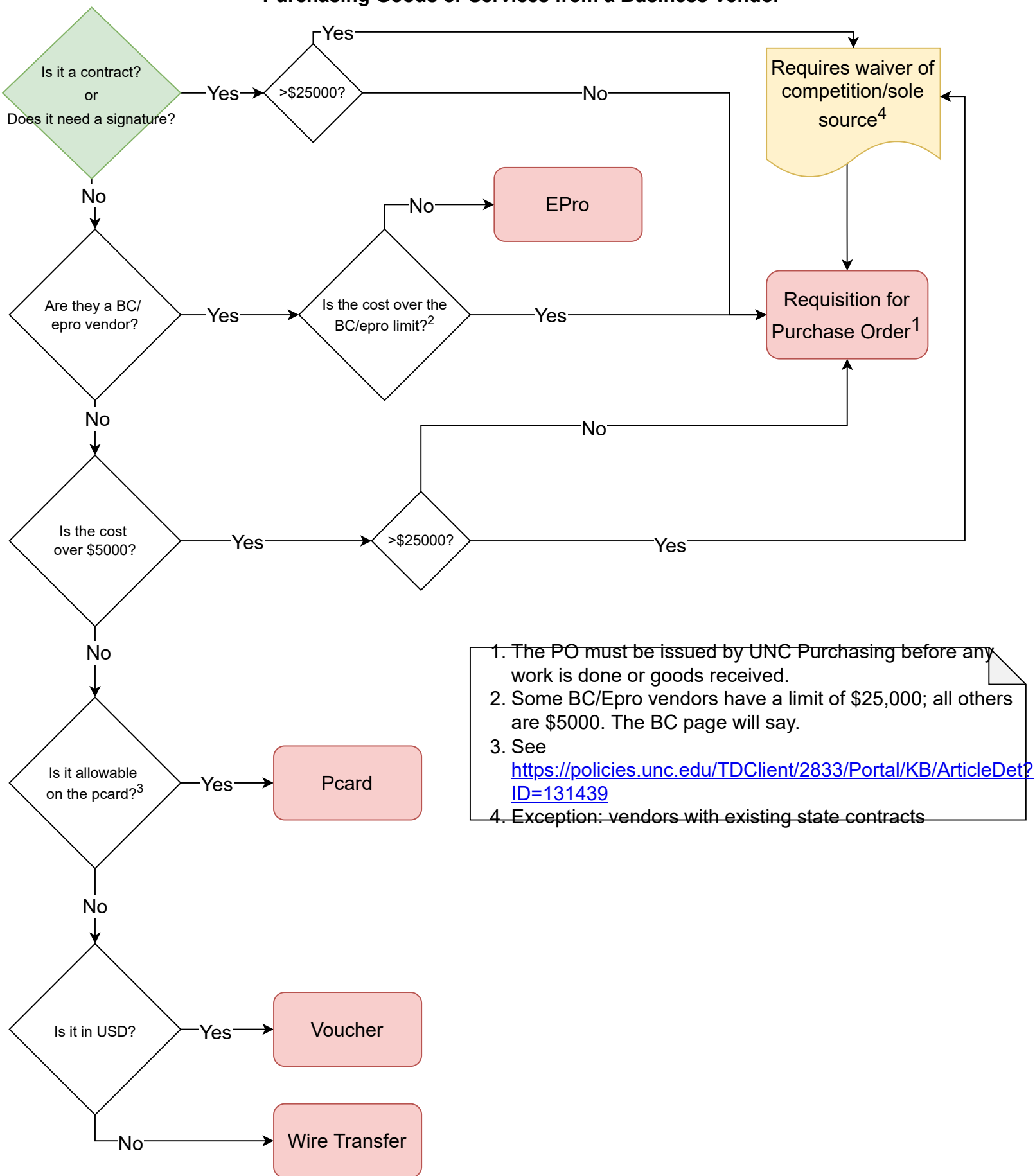


Purchasing Goods or Services from a Business Vendor*



1. The PO must be issued by UNC Purchasing before any work is done or goods received.
2. Some BC/Epro vendors have a limit of \$25,000; all others are \$5000. The BC page will say.
3. See <https://policies.unc.edu/TDCClient/2833/Portal/KB/ArticleDet?ID=131439>
4. Exception: vendors with existing state contracts

*"Business vendor" as used here must have a business tax ID. Anyone with only an SSN or a single-member LLC must be processed as an Independent Contractor.

Travel expenses are processed separately.

All subcontract payments are processed on vouchers regardless of amount.