University of Nebraska System
Procure to Pay

Customer first - Integrity Always
Payment Services Contacts

Payments
Email: paymentservices@nebraska.edu
• General payment questions, payment status
• Supplier setup/updates

Invoices
Email: invoices@nebraska.edu
• Invoice and Credit memo
• Interagency Billing Transactions Invoices (to pay)
• Paper travel & non-travel expense vouchers
• Visiting Personnel Forms
• Warrant Requests Wire Requests

Purchase Card
Email: pcard@nebraska.edu
P-card questions T-card questions
Procurement & Travel Contacts

Procurement

Email: P2P@nebraska.edu
• Eshop
• Computer purchase questions
• RFPs

Contracts: contracts@nebraska.edu
• Contracts questions
• Contract review

Contracts (that are not reviewed by Procurement) upload to:
• https://scsapps.unl.edu/ContractSystem/Default.aspx

Travel: TravelOffice@nebraska.edu
• All travel questions or issues
Questions

What questions can we answer?

Chief Procurement Officer: dougcarlson@nebraska.edu

Associate Chief Procurement Officer: lynn.mcalpine@nebraska.edu

Payment Services: Teresa.howell@nebraska.edu

Website: https://nebraska.edu/p2p