



# Parking Services

UNIVERSITY OF COLORADO **BOULDER**

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Parking Services  
1050 Regent Drive, UCB 502  
Boulder, CO 80309  
(303) 735-PARK (7275)

## **PTS Credit Card Vendor/Service Provider Policy**

Effective Date: March 1, 2025  
Topic: Credit Card Vendor/Service Provider Policy  
Prepared by: Tracy Humphrey, Asst Dir Finance  
Approved by: Tom McGann, Director, Parking Services  
Applies to: All PS Employees

### **POLICY**

1. All documents to prospective service or product vendors or providers (including, but not limited to documented quotes, requests for information, and requests for proposals) for products or services involving credit card transactions will include a statement informing prospective service or product vendors or providers that they will be required to demonstrate appropriate Payment Card Industry (PCI) compliance to be awarded any work or bid
2. All contracts or agreements for service or products relating to credit card transactions will include applicable PCI requirements and evidence of PCI compliance by service or product vendors or providers.