



MMP = McGill MarketPlace

* If needed, submit the Request for New Supplier form and indicate that they do not accept credit card payments. In all cases where Procurement Services are contacted to create a new supplier record, they will question why the Unit is not using an existing Supplier. Pending their findings, the Request for New Supplier may be denied

**PCard Purchase Request Form – <http://www.mcgill.ca/procurement/forms/pcard-purchase-request>