Basic
- Less than $5,000
- Only 1 Requisition
- Multiple vendors on one requisition OK
- No Alcohol or special cases - see top level below
- No Food Reimbursements
- No UCSC Food Recharge (Dining Hall, Cafe)

MET
- Multiple Requisitions
- No Food Reimbursements
- No UCSC Food Recharge (Dining Hall, Cafe)

ERF
- Food Reimbursements
- UCSC Food Recharge (Dining Hall, Cafe)

Top Level
1. Alcohol
2. Employee Morale
3. Exceeds Per Person Limit
4. Partner/Spouse/Family Attending
5. Tickets to Sport/Music/Theatrical Event
6. Cash Contribution to Non-Profit
7. Exceeds $5,000