PREPAID EXPENSE CARD & MANAGEMENT SYSTEM

Presented by Supervising Special Investigator Lance Hachigian-ENF Division

November 20, 2025

The Basics

What Is a Prepaid Expense Card?

A prepaid expense card is a card (like a debit card) that is loaded with a set amount of money in advance. It can be used by employees to pay for approved business expenses — such as travel, meals, or supplies — without giving them access to the full company account.

What Does the Management System Do?

Feature	Description
Card Issuance	Create and assign physical or virtual cards to employees or teams.
Fund Allocation	Load specific amounts onto each card based on budgets or needs.
Spending Controls	Set rules: where, when, and how the card can be used (e.g. block ATM withdrawals or alcohol purchases).
Real-Time Tracking	Monitor transactions in real-time to prevent misuse.
Receipt Upload	Let users upload receipts via app or dashboard.
Integration	Syncs with accounting tools (like QuickBooks or Xero) to simplify reconciliation.
Reporting & Analytics	View reports by user, department, category, etc., to analyze spending trends.
Policy Enforcement	Automatically flag or block non-compliant transactions.

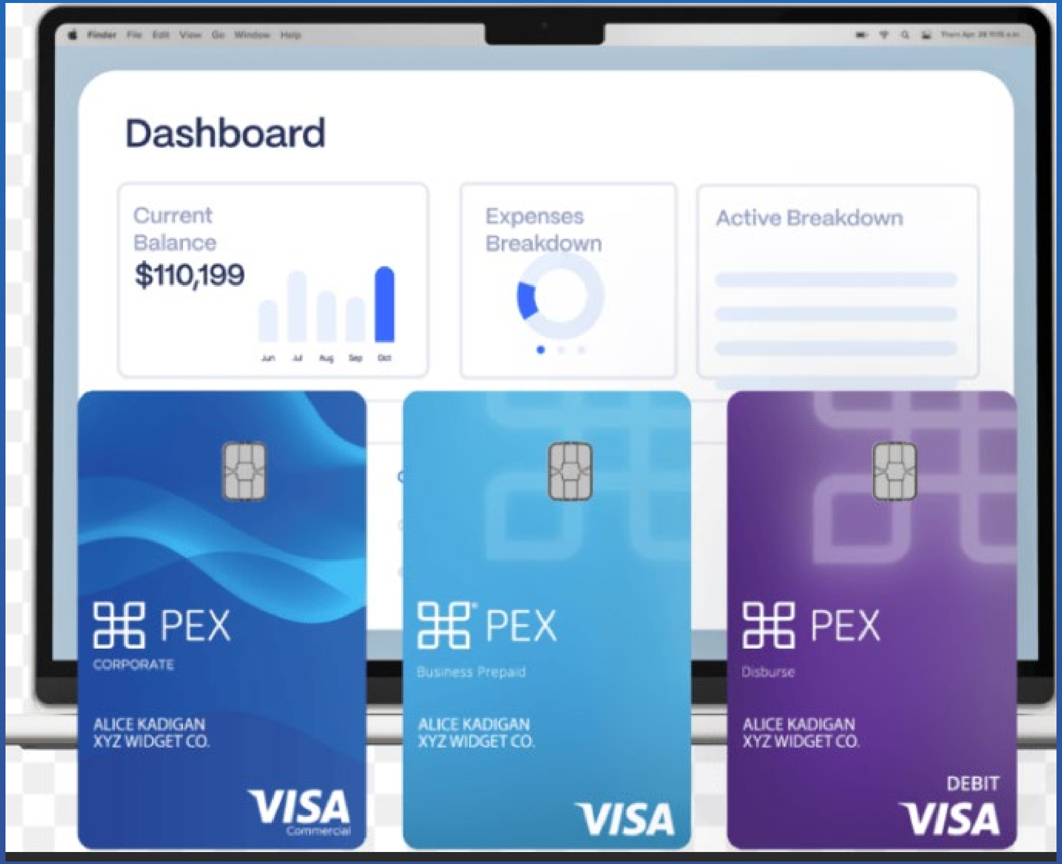
Benefits for Businesses

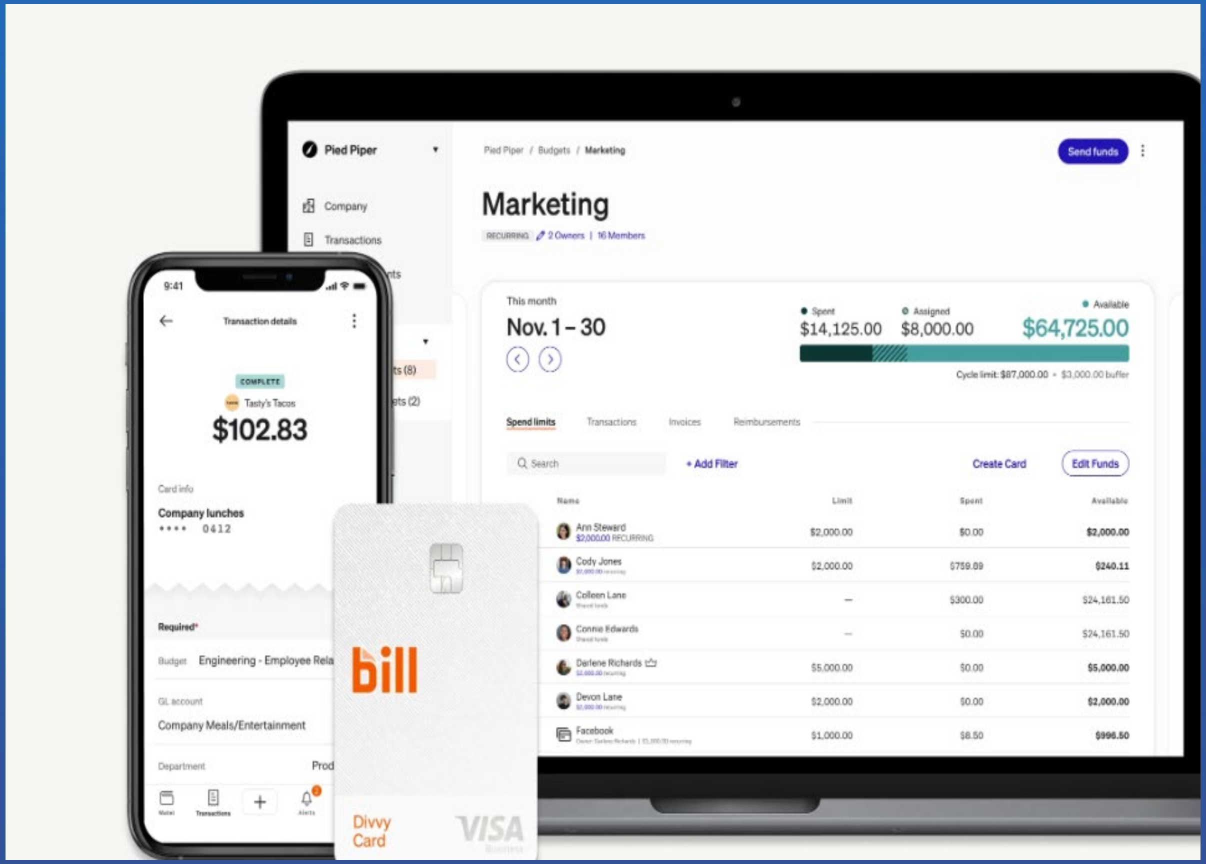
- Reduces fraud and misuse of company funds.
- Increases transparency in company spending.
- Speeds up reimbursements and reduces paperwork.
- Improves budgeting and expense control.
- Empowers employees without losing financial oversight.

Sample Platforms include:

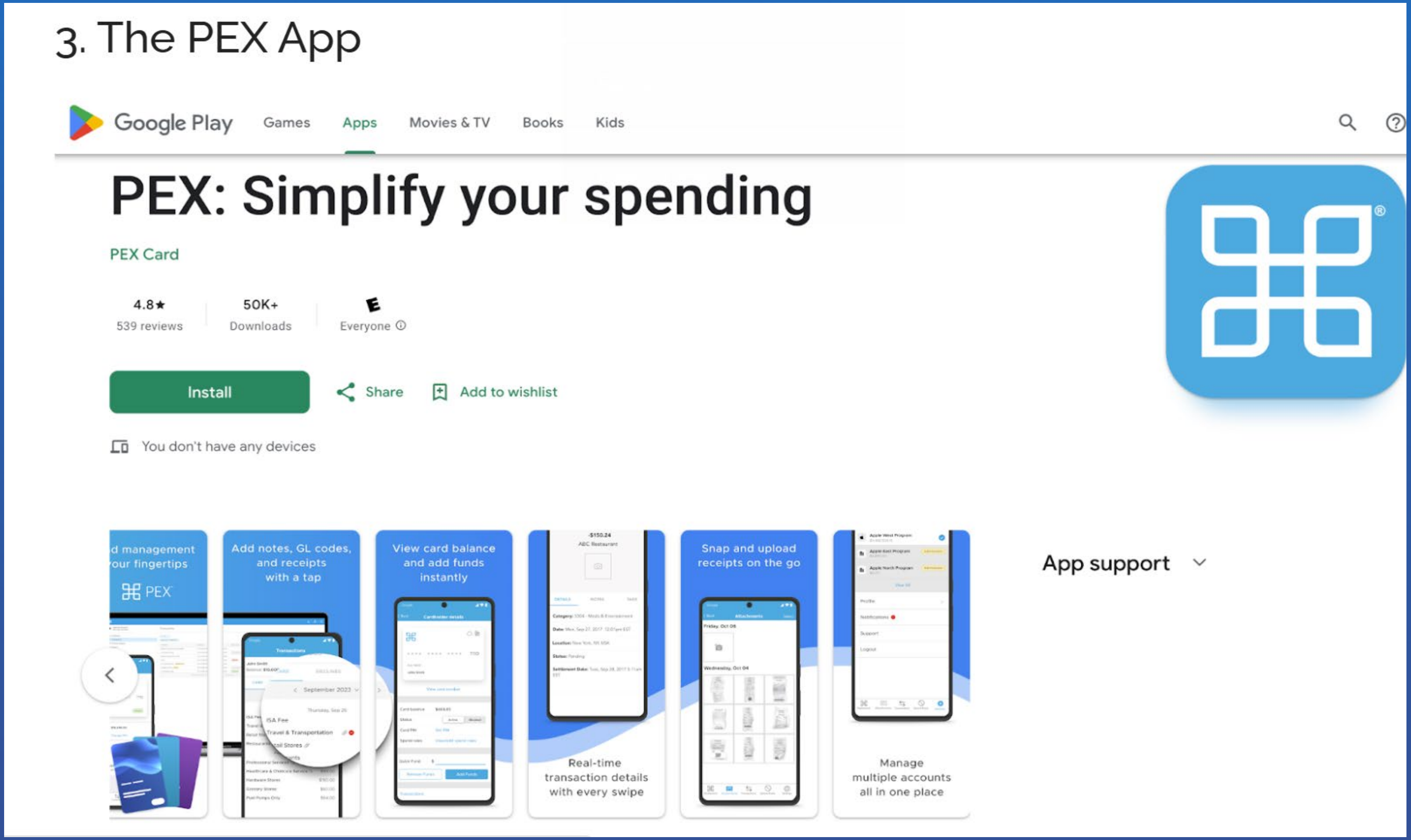
- Pex Card
- Divvy/Bill.com
- Spendesk
- Pleo
- Ramp
- Brex
- Soldo

The Pex Card & Bill.com Examples





The Pex Card App



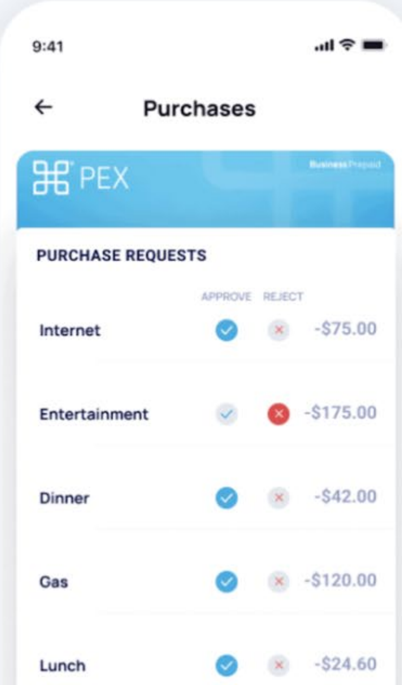
The Pex Card Customizable Rules & Spending Limits

6. Customizable Rules & Spend Limits

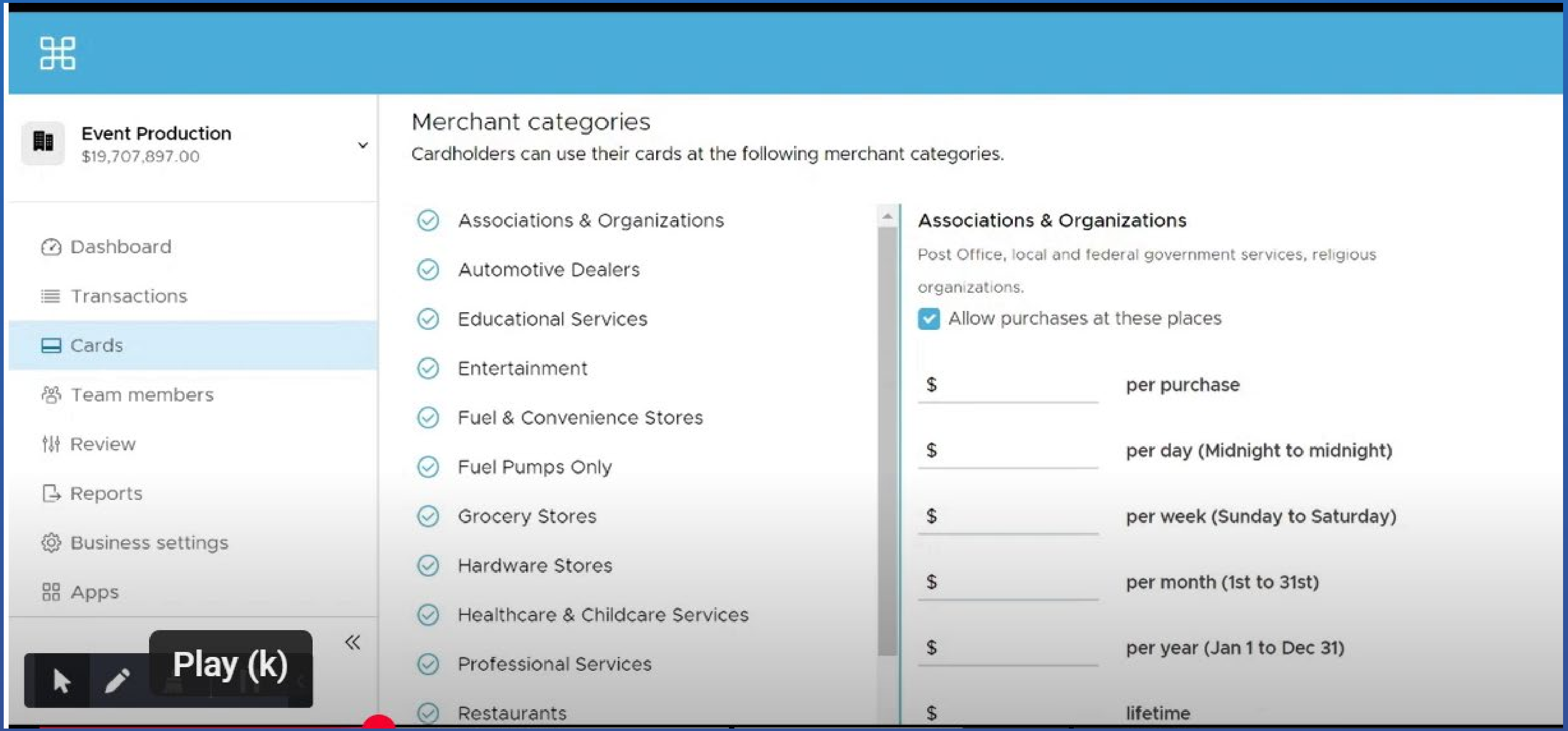
A smarter approach to managing expenses without credit risk.

- Instant funds, allocated to the right employees.
- Avoid cash or check reimbursements; just run your business.
- Simple interface to set spending privileges by cardholder, merchant category, time, and more.
- Instantly approve or decline purchases according to your preset controls.
- Use the mobile app to monitor spending and authorize purchases from anywhere, anytime.
- Real-time reporting allows you to spend less time on expense report reconciliation.

Get A Demo



The Pex Card allows for restrictions on Merchant Categories, such as Entertainment.



How It Works in a Political Campaign

1. **Central Account Management**
   - The campaign opens a Pre-Paid Expense Card account and deposits funds into it from the campaign's main bank account.
   - The campaign manager or treasurer can then:
     - Issue PEX cards to staff or volunteers
     - Set spending limits
     - Restrict types of purchases (e.g., block cash withdrawals or alcohol)
2. **Controlled Distribution**
   - Each staffer or volunteer gets a physical or virtual card.
   - You can give different people different levels of access — e.g., field organizers might get $300/week for gas, canvassing supplies, etc.
3. **Real-Time Monitoring**
   - Every purchase shows up in real time on the PEX dashboard.
   - You can track who spent what, where, and when — which is essential for campaign finance reporting and FEC/state compliance.
4. **Receipt Collection & Categorization**
   - Users can upload receipts via the PEX app.
   - Campaign staff can tag expenses for reporting categories (e.g., travel, meals, event expenses).

💡 Why Campaigns Use Pre-Paid Expense Card & Management Systems:

Benefit	Why It Matters
Spending Controls	Set daily/weekly limits to prevent overspending
Accountability	Assign spending to individual staff for transparency
Compliance	Simplifies FEC/state-level campaign finance reporting
No Credit Risk	Cards must be pre-funded; no debt or credit checks
Receipts in Real Time	Speeds up reconciliation and documentation

Potential for Misuse of Campaign Funds Using a Prepaid Expense Card and Reporting Issues

Treasurer must restrict use of the card; otherwise, the cardholder can use the card for cash, alcohol, or personal items (No PLG purpose).

Inconsistent reporting by the committee & card usage control:

Failure by the committee to identify the cardholder on the Form 460 and the usage details.

Failure to restrict the usage of the prepaid expense cards.

The **Prepaid Expense Card Management System** must feature spending limits, expiration dates, and the ability to block a card reported as lost or stolen.

Committee treasurers and the candidate would be held liable for any impermissible or fraudulent use of prepaid expense card funds; therefore, the treasurer must ensure proper usage and reporting, along with the transfer of unused funds back to the committee bank account.

Committee must ensure the **Prepaid Expense Card Management System** is based in the United States, prohibit contributions from foreign IP addresses, and any international use.

Committee Reporting & Pre-Paid Expense Card Statement Examples

Pex Card Statement of Activity Initial Funding Deposit & Wire Transfer Credit.

pexcard

Account Summary Statement

Statement Period: 02/03/2017-02/28/2017

[redacted] CA 94114

Direct Inquiries To:
PEX Admin Support
8.00 AM - 8:00 PM ET, M-F
1-866-685-1898, option 3
adminsupport@pexcard.com

Funds on Deposit with PEX Card

	PEX Account	Cards (Combined)	Total
Starting Balance	**$0.00**	**$0.00**	**$0.00**
Deposits	$5,000.00	$0.00	$5,000.00
Withdrawals	$0.00	$0.00	$0.00
Funding Adjustment to Cards	-$4,950.00	$4,950.00	$0.00
Purchases	$0.00	-$1,864.20	-$1,864.20
Account Fees	$0.00	$0.00	$0.00
Ending Balance	**$50.00**	**$3,085.80**	**$3,135.80**

Activity Detail in PEX Account

Date	Description	Deposits	Transfer From Cards	Transfer To Cards	Balance
Starting Balance					**$0.00**
02/22/2017	Wire Transfer Credit	$4,000.00			$4,000.00
02/22/2017	[redacted]			-$3,950.00	$50.00
02/23/2017	Wire Transfer Credit	$1,000.00			$1,050.00
02/23/2017	[redacted]			-$1,000.00	$50.00
Ending Balance		**$5,000.00**		**-$4,950.00**	**$50.00**

FPPC

Pex Card Statement of Activity & Funding Deposits Via Bank Transfer.

pexcard

Account Summary Statement

Statement Period: 10/01/2018-10/31/2018
Page 1 of 3

[redacted]
CA 94114

Direct Inquiries To:
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8.00 AM - 8:00 PM ET, M-F
1-866-685-1898, option 3
adminsupport@pexcard.com

Funds on Deposit with PEX Card

	PEX Account	Cards (Combined)	Total
Starting Balance	**$135.00**	**$2,973.31**	**$3,108.31**
Deposits	$2,200.00	$0.00	$2,200.00
Withdrawals	$0.00	$0.00	$0.00
Funding Adjustment to Cards	-$2,270.00	$2,270.00	$0.00
Purchases	$0.00	-$2,612.76	-$2,612.76
Account Fees	-$15.00	$0.00	-$15.00
Ending Balance	**$50.00**	**$2,630.55**	**$2,680.55**

Activity Detail in PEX Account

Date	Description	Deposits	Transfer From Cards	Transfer To Cards	Balance
Starting Balance					**$135.00**
10/10/2018	Monthly Maintenance Fee: 2 cards at $7.50 per card	-$15.00			$120.00
10/11/2018	Transfer From: First Republic Bank	$1,200.00			$1,320.00
10/11/2018	Funding Adjustment To: [redacted]			-$250.00	$1,070.00
10/11/2018	Funding Adjustment To: [redacted]			-$20.00	$1,050.00
10/11/2018	Funding Adjustment To: [redacted]			-$1,000.00	$50.00
10/16/2018	Transfer From: First Republic Bank	$1,000.00			$1,050.00
10/18/2018	Funding Adjustment To: [redacted]			-$500.00	$550.00
10/18/2018	Funding Adjustment To: [redacted]			-$500.00	$50.00
Ending Balance		**$2,185.00**		**-$2,270.00**	**$50.00**

Pex Account & Card Statement of Activity. Funding Deposit, Wire Transfer Credit & Best Buy Purchase.

PEX

PEX Account Statement

02/01/2025 - 02/28/2025
Page 1 of 3

Lopez Prepaid Expense
462 7th Ave
Fl 21
New York, NY 10018

PEX Client Services
866-685-1898
adminsupport@pexcard.com

Funds on Deposit with PEX

	PEX Account	Card Accounts	Total
Starting Balance	$19,528.23	$16,703.78	$36,232.01
Deposits	+$500.00	-	+$500.00
Withdrawals	-	-	$0.00
Card Funding	+$8,568.28	$8,568.28	$0.00
Disputes	-	-	$0.00
Purchases	-	$1,640.22	$1,640.22
Account Fees	-	-	$0.00
Ending Balance	+$28,596.51	+$6,495.28	+$35,091.79
Previous Month Rebate	-	-	$0.00

PEX Account Activity Detail

Date	Description	Deposits	Withdrawals	Card Funding	Account Fees	Balance
Starting Balance						**$19,528.23**
02/01/2025	Funding Adjustment To: Pat Green			$100.00		$19,428.23
02/02/2025	Funding Adjustment To: Pat Green			$100.00		$19,328.23
02/03/2025	Funding Adjustment To: Pat Green			$100.00		$19,228.23
02/04/2025	Funding Adjustment To: Pat Green			$100.00		$19,128.23
02/05/2025	Funding Adjustment From: Pat Green			+$2,900.00		$22,028.23
02/05/2025	Funding Adjustment To: Pat Green			$100.00		$21,928.23
02/06/2025	Transfer From: Regions Bank	+$500.00				$22,428.23
02/06/2025	Funding Adjustment To: Pat Green			$100.00		$22,328.23
02/07/2025	Funding Adjustment To: Pat Green			$100.00		$22,228.23
02/08/2025	Funding Adjustment To: Pat Green			$100.00		$22,128.23
02/09/2025	Funding Adjustment To: Pat Green			$100.00		$22,028.23
02/10/2025	Funding Adjustment To: Pat Green			$100.00		$21,928.23
02/11/2025	Funding Adjustment To: Pat Green			$100.00		$21,828.23
02/12/2025	Funding Adjustment From: Pat Green			+$700.00		$22,528.23
02/12/2025	Funding Adjustment To: Pat Green			$100.00		$22,428.23
02/13/2025	Funding Adjustment To: Vendor Best Buy			$1,332.66		$21,095.57
02/13/2025	Funding Adjustment To: Pat Green			$100.00		$20,995.57
02/13/2025	Funding Adjustment To: Yi Wong			$500.00		$20,495.57
02/14/2025	Funding Adjustment To: Pat Green			$100.00		$20,395.57
02/15/2025	Funding Adjustment To: Pat Green			$100.00		$20,295.57
02/16/2025	Funding Adjustment To: Pat Green			$100.00		$20,195.57
02/17/2025	Funding Adjustment To: Pat Green			$100.00		$20,095.57
02/18/2025	Funding Adjustment To: Pat Green			$100.00		$19,995.57
02/19/2025	Funding Adjustment From: Pat Green			+$700.00		$20,695.57

Pex Card reported on Schedule A. No other information provided.

Schedule A
Monetary Contributions Received

Amounts may be rounded to whole dollars.

SCHEDULE A
CALIFORNIA FORM 460

Statement covers period
from 07/01/2024
through 12/31/2024

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SEE INSTRUCTIONS ON REVERSE

NAME OF FILER
[redacted] 2024

I.D. NUMBER
[redacted]

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE, ALSO ENTER I.D. NUMBER)	CONTRIBUTOR CODE *	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS)	AMOUNT RECEIVED THIS PERIOD	CUMULATIVE TO DATE CALENDAR YEAR (JAN. 1 - DEC. 31)	PER ELECTION TO DATE (IF REQUIRED)
12/31/2024	ActBlue Cambridge, MA 2138	☐ IND ☐ COM ☒ OTH ☐ PTY ☐ SCC	N/A	-125.68	214.32	
12/31/2024	PEX Card New York, NY 10018	☐ IND ☐ COM ☒ OTH ☐ PTY ☐ SCC		-500.00	-500.00	
		☐ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC				
		☐ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC				
		☐ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC				
			SUBTOTAL $	-625.68		

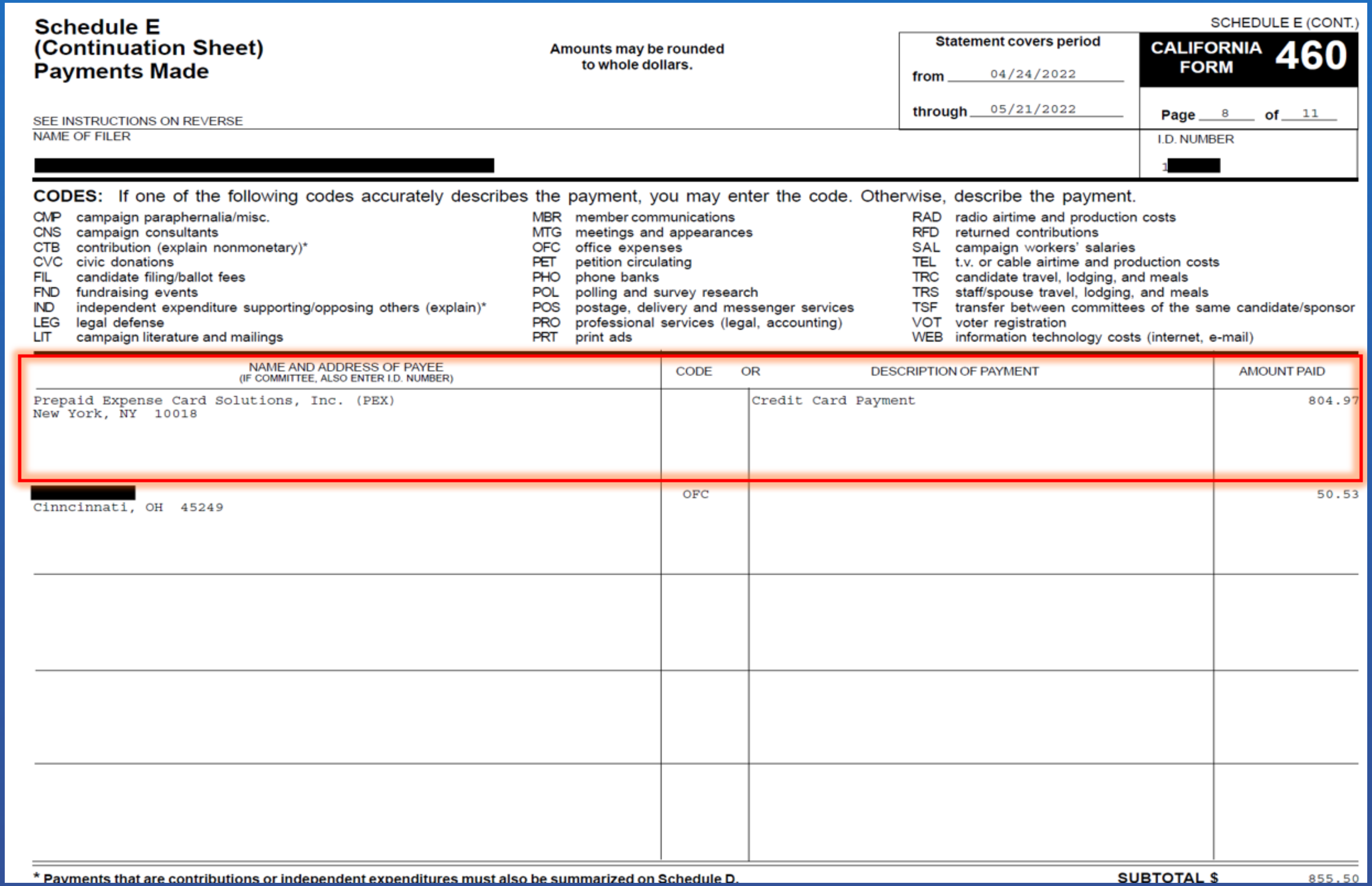
Schedule A Summary

1. Amount received this period – itemized monetary contributions. (Include all Schedule A subtotals.) .... $ -625.68
2. Amount received this period – unitemized monetary contributions of less than $100 .... $ 0.00
3. Total monetary contributions received this period. (Add Lines 1 and 2. Enter here and on the Summary Page, Column A, Line 1.) .... **TOTAL $** -625.68

*Contributor Codes
IND – Individual
COM – Recipient Committee (other than PTY or SCC)
OTH – Other (e.g., business entity)
PTY – Political Party
SCC – Small Contributor Committee

FAIR POLITICAL PRACTICES COMMISSION FPPC STATE OF CALIFORNIA

Pex Card reported on Schedule E. No other information provided.



SCHEDULE E (CONT.)

Schedule E (Continuation Sheet) Payments Made

Amounts may be rounded to whole dollars.

Statement covers period from 04/24/2022 through 05/21/2022

CALIFORNIA FORM **460**

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SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

[redacted]

I.D. NUMBER

1[redacted]

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CMP	campaign paraphernalia/misc.	MBR	member communications	RAD	radio airtime and production costs
CNS	campaign consultants	MTG	meetings and appearances	RFD	returned contributions
CTB	contribution (explain nonmonetary)*	OFC	office expenses	SAL	campaign workers' salaries
CVC	civic donations	PET	petition circulating	TEL	t.v. or cable airtime and production costs
FIL	candidate filing/ballot fees	PHO	phone banks	TRC	candidate travel, lodging, and meals
FND	fundraising events	POL	polling and survey research	TRS	staff/spouse travel, lodging, and meals
IND	independent expenditure supporting/opposing others (explain)*	POS	postage, delivery and messenger services	TSF	transfer between committees of the same candidate/sponsor
LEG	legal defense	PRO	professional services (legal, accounting)	VOT	voter registration
LIT	campaign literature and mailings	PRT	print ads	WEB	information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER)	CODE	OR DESCRIPTION OF PAYMENT	AMOUNT PAID
Prepaid Expense Card Solutions, Inc. (PEX) New York, NY 10018		Credit Card Payment	804.97
[redacted] Cinncinnati, OH 45249	OFC		50.53

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL $ 855.50

Pex Card reported on Schedule E. No other information provided.

Schedule E (Continuation Sheet) Payments Made

Amounts may be rounded to whole dollars.

SCHEDULE E (CONT.)

Statement covers period from 01/01/2021 through 06/30/2021

CALIFORNIA FORM **460**

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SEE INSTRUCTIONS ON REVERSE

NAME OF FILER: [redacted] 2022

I.D. NUMBER: [redacted]8465

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

- CMP campaign paraphernalia/misc.
- CNS campaign consultants
- CTB contribution (explain nonmonetary)*
- CVC civic donations
- FIL candidate filing/ballot fees
- FND fundraising events
- IND independent expenditure supporting/opposing others (explain)*
- LEG legal defense
- LIT campaign literature and mailings
- MBR member communications
- MTG meetings and appearances
- OFC office expenses
- PET petition circulating
- PHO phone banks
- POL polling and survey research
- POS postage, delivery and messenger services
- PRO professional services (legal, accounting)
- PRT print ads
- RAD radio airtime and production costs
- RFD returned contributions
- SAL campaign workers' salaries
- TEL t.v. or cable airtime and production costs
- TRC candidate travel, lodging, and meals
- TRS staff/spouse travel, lodging, and meals
- TSF transfer between committees of the same candidate/sponsor
- VOT voter registration
- WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER)	CODE	OR DESCRIPTION OF PAYMENT	AMOUNT PAID
PEX Card 462 7th Avenue, 21st Floor New York, NY 10018	OFC		4.61
PEX Card 462 7th Avenue, 21st Floor New York, NY 10018	OFC		8.00
PEX Card 462 7th Avenue, 21st Floor New York, NY 10018	OFC		8.00
PEX Card 462 7th Avenue, 21st Floor New York, NY 10018	OFC		8.00
PEX Card 462 7th Avenue, 21st Floor New York, NY 10018	OFC		8.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL $ 36.61

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Divvy expenditure reported on Schedule E. No other information provided

SCHEDULE E (CONT.)

Schedule E (Continuation Sheet) Payments Made

SEE INSTRUCTIONS ON REVERSE

Amounts may be rounded to whole dollars.

Statement covers period

from 01/01/2022

through 04/23/2022

CALIFORNIA FORM 460

Page [redacted] **of** [redacted]

NAME OF FILER

[redacted]

I.D. NUMBER

[redacted]

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CMP	campaign paraphernalia/misc.	MBR	member communications	RAD	radio airtime and production costs
CNS	campaign consultants	MTG	meetings and appearances	RFD	returned contributions
CTB	contribution (explain nonmonetary)*	OFC	office expenses	SAL	campaign workers' salaries
CVC	civic donations	PET	petition circulating	TEL	t.v. or cable airtime and production costs
FIL	candidate filing/ballot fees	PHO	phone banks	TRC	candidate travel, lodging, and meals
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IND	independent expenditure supporting/opposing others (explain)*	POS	postage, delivery and messenger services	TSF	transfer between committees of the same candidate/sponsor
LEG	legal defense	PRO	professional services (legal, accounting)	VOT	voter registration
LIT	campaign literature and mailings	PRT	print ads	WEB	information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER)	CODE	OR DESCRIPTION OF PAYMENT	AMOUNT PAID
[redacted]			
Divvy [redacted] Draper UT 84020	CMP	Campaign Expenses	1,500.00
[redacted]			

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL $ 1,539.39

Questions & Discussion