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| **PETTY CASH EXPENDITURE SUMMARY** |
| **Agency Name** |   |   |   |   | **Date Submitted** | **Check Requisition No.** |
|   |   |   |
| **Custodian** |   |   |   |   |   |  | **Period** |
|   | From |   |
| **Location** |   |   |   |   |   | To: |   |
|   |   |   |
| **Cash Receipts No.**  | **DATE** | **Fund**  | **Cost Center** | **G/L Account** | **Order** | **Amount** |
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| **TOTAL THIS PAGE** |   |   |   |   |  **-**  |
| **TOTAL THIS SUMMARY** |   |   |   |   |
| **PLUS CASH ON HAND** |   |   |   |   |
| **TOTAL PETTY CASH FUND** |   |   |   |   |

Revised 7/17/18