

Finance

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Petty Cash Fund Reimbursement

Custodian of Fund:			Department:			Date:		
			I					
Date	Description of Expense	Account Number		Amount Excluding Taxes	HST		Fund Balance	
Original Amount of Petty Cash Float								
Net Balance								
Total to be reimbursed								
Attach all petty cash vouchers and receipts with this form.								
Prepared by:								
Authorized								
Voucher N	lumber:							