**Petty Cash Voucher Log**

Name of Corps \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of Petty Cash Custodian and Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Month of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No** | **Date** | **Amount** | **Tax** | **Description** | **TOTAL AMOUNT** | **CASH GIVEN BY** | **TO (Signature)** |
|  |  |  |  |  |  |  |  |
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| --- | --- |
| **Petty Cash Replenished** |  |
| **DATE** |  |
| **AMOUNT** |  |

|  |  |
| --- | --- |
| **Petty Cash Float (Maximum)** | **$500.00** |
| **Cash On Hand** |  |
| **Total Disbursements** |  |
| **Petty Cash Remaining** |  |