**PETTY CASH RECEIPT**

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| **DATE** |  | **RECEIPT NO.** |  |

**PETTY CASH RECEIPT**

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| **AMOUNT ISSUED** |  |
| **DISPERSED TO** | **DEPARTURE DATE** |
| **TITLE / DEPT** | **DEPARTURE DATE**  |
| **PURPOSE** |  |
| **DISPERSED BY** |  |
| **AUTHORIZED BY** |  |

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