Petty Cash Journal

Reporting Period

From ________________ **To** ______________ **Balance** ______________

Date	Voucher #	Account	Account #	Payee	Approved By	Total	Balance

Audited By __________________

Approved By ________________

Total Voucher Amount		
Total Receipts		
Cash On Hand		
Overage/Shortage		
Petty Cash Reimbursement		
Balance Forward		