LAKE STEVENS SCHOOL DISTRICT

PETTY CASH REIMBURSEMENT

SCHOOL _____ DATE_____

CUSTODIAN_____

DATE	ITEM *(attach original receipts)*	AMOUNT
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Receipts	0
	Add: Cash on Hand	$
	Total Authorized	0

Prepared by: _____

Principal's approval: _____

For Accounting Use Only	
Account Code	**Amount**

REVISED 10/2018