PETTY CASH VOUCHER

No. **PC-001**

Paid to _____ Date _____

Amount _____ Account or category _____

In words _____

For _____

_____

Receipt attached: Yes / No

_____ _____

APPROVED BY RECEIVED BY

I received the amount above in cash.

PETTY CASH VOUCHER

No. **PC-002**

Paid to _____ Date _____

Amount _____ Account or category _____

In words _____

For _____

_____

Receipt attached: Yes / No

_____ _____

APPROVED BY RECEIVED BY

I received the amount above in cash.