

Petty Cash Record Sheet

Date	Cash Amount	Check Amount	Check#	Description	Payee	Amount Deposit	Amount Balance
					Initial Balance-->	\$10.00	\$10.00
24/09/2016	\$4.00	\$5.00			Adam Smith	\$9.00	\$19.00
	\$9.00	\$2.00				\$11.00	\$30.00
	\$5.00	\$10.00				\$15.00	\$45.00
	\$45.00	\$70.00				\$115.00	\$160.00
						\$0.00	
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