

PETTY CASH LIQUIDATION REPORT REIMBURSEMENT

Requestor's Name: JENIFER RAPISTA

Date of Requisition: Dec 13, 2022

Date of Liquidation: Dec 21, 2022

[illegible]

Prepared by: JENIFER RAPISTA
Requestor's Signature/ date

Checked by: _____
Signature over printed name of the
Immediate Superior/ date _____

Reviewed by:

Signature over printed name of the
Petty Cash Custodian/ date

Applicable if the liquidation resulted to "Advances from" employee:

Received by:

Signature over printed name of
the Requestor/ date

Applicable if the liquidation resulted to "Advances to" employee:

Received by:

Signature over printed name
of the Petty Cash Custodian/
date

Note: "Remarks" shall be filled out by the Petty Cash Custodian