



## OFFICIAL ADVANCE REQUEST FORM

### PETTY CASH/ADVANCE

DATE:2025-05-15

APPLICANT ID:022

FORM NUMBER:PTC\_0000051

PHONE:0778934486

NAME:Britah Nuwamanya

DEPARTMENT:Network Design

AMOUNT (UGX):8900000.00

STAGE:COMPLETED

#### PURPOSE

Petty cash is a small amount of cash kept on hand by a company to cover minor, everyday expenses such as office supplies, transportation, or staff refreshments

### MANAGER APPROVALS

NAME:David Bagandanswa

STATUS:Approved

APPROVED DATE:2025-05-15

#### MANAGER REMARKS

Petty cash is a small amount of cash kept on hand by a company to cover minor, everyday expenses

### FINANCE APPROVALS

NAME:Flavia Nalubbo

STATUS:Approved

APPROVED DATE:2025-05-15

#### FINANCE REMARKS

Petty cash is a small amount of cash kept on hand by a company to cover minor, everyday expenses

### TREASURY APPROVALS

NAME:Gendas Tubune

STATUS:Approved

APPROVED DATE:2025-05-15

#### TREASURY REMARKS

Petty cash is a small amount of cash kept on hand by a company to cover minor, everyday expenses

### PAYMENT STATUS

PAID BY:Gendas Tubune

RECEIVED BY:Britah Nuwamanya

PAID ON:2025-05-15