GEOSERVE PETTYCASH/CASH RECONCULIATION

PAY: VARIOU	S	PETTYCASH/CASH RECONCILIATION			
DATE	ACCOUNTS	DESCRIPTION	DEBIT	CREDIT	BALANCE
		FLOAT	DEDIT		200,000.00
23-Jun	HARRY HELEMESI	TO BUY MPHIRA FOR MAINTAINING HDPP PIPE FOR PUMP TESTING	2000.00	200,000	198,000.00
24-Jun	BEATRICE KALULUMA		1000.00		197,000.00
21-Jun	VINCENT CHISALE	TPT TO COLLECT PETTY CASH AT THE BANK AMEX RODS FOR WELDING HILUX BOOT	2,400.00		194,600.00
23-Jun	GEOFF MACHONJO	TYRE FIXING AND NEW TYRE FILLING	4,000.00	/	190,600.00
23-Jun	BEATRICE KALULUMA	PURCHASING A BID AT BWB AND GETTING WORKSHOP GROCERIES	5,000.00		185,600.00
JUN	BEN MKACHOKA	TPT GOING TO ROAD TRAFFIC FOR CRANE ROAD PAYMENT	2,000.00		183,600.00
JUN	MAPYSERE	TYRE REPAIRING FOR DYNA	7,000.00		176,600.00
26-Jun	INNOCENT BANDAH	SWITCH FOR THE WORKSHOP AND ESCOM UNITS FOR THE GUARDS ROOM	10,000.00		166,600.00
26-Jun	BEATRICE KALULUMA	STATIONERY INCLUDING EFD PAPER RECEIPTS AND STICKY NOTES	4,780.00		161,820.00
23-Jun	BEATRICE KALULUMA	GROCERIES GROCERIES	12,360.00		149,460.00
19-Jun	INNOCENT BANDAH	TPT TO GET FIERST AID KIT QUOTATION AND AND ELECTRICAL MATERIALS	2,000.00		147,460.00
26-Jun	GEOFF MACHONJO	OFFLOADING GRAVEL PARK	4,000.00		143,460.00
26-Jun	BEATRICE KALULUMA	HAND WASH, THREAD TAPE FOR RIG HYDRAULIC AND CASUAL LABOUR FOR LOADING STEEL	6,350.00		137,110.00
26-Jun	INNOCENT BANDAH	TPT TO CASTEL TO GET QUOTATIONS FOR CONCRETE MIXER AND FLOOD LIGHTS ON THE ROOF	1,600.00		135,510.00
27-Jun	CYRUS NYANGA	GR RECEIPT ON THE WAY TO GET SAND SAMPLE AT MPEMBA	10,000.00		125,510.00
27-Jun	JORDAN NYANGA	TPT TO GET QUOTATIONS FOR VITS AND HILUX	2,000.00		123,510.00
29-Jun	CHRISTOPHER MBEWE	REPAIRING CRANE TYRE	6,850.00		116,660.00
29-Jun	VINCENT CHISALE	TO GET QUOTATIONS FROM NDIRANDE ,FORMEX, DEEKAY AND DJ SUPPLIERS & BACK	3,500.00		13,160.00
28-Jun	SEBA GWIRAMWENSO	PAYMENT FOR THE LINE TO GET CEMENT THE SAME DAY AT LAFARGE	5,000.00		08,160.00
28-Jun	DENNIS NKANAUNENA	TRAFFIC CHARGE ON DYNA FOR FAULTY BRAKE LIGHT AND NO TRIANGLES	5,000.00		03,160.00
28-Jun	VINCENT CHISALE	TRANSPORT TO CASTEL TO GET QUOTATIONS AND VIEWING	1,400.00		01,760.00
30-Jun	Mapysele	Buying Break Lights for Dyna	3,000.00		8,760.00
30-Jun	BEATRICE KALULUMA	BUYING WATER TO DRINK AND TRANSPORT DUE TO WATER STOPPING AT THE WORKSHOP	1,418.00	Name and Address of the Owner, where the Owner, which is the Owner, where the Owner, where the Owner, where the Owner, where the Owner, which is the Owner, where the Owner, which is the Ow	7,342.00
30-Jun	CYRUS NYANGA	FUEL FOR HILUX TO CONDUCT LABORATORY TESTS WITH RUO & CASTEL REPRESENTATIVE	5,000.00		2,342.00
3-Jul	VINCENT CHISALE	MAGINA AMEX	19,500.00	7	2,842.00
3-Jul	THOMSON ZONDAKO	FUEL FOR GENSET FOR PHALOMBE SOLAR	17,000.00		5,842.00
4-Jul	ISAAC MULESO	DOGS RELISH	5,000.00	5	0,842.00
5-Jul	BEATRICE KALULUMA	REAM	10,950.00	3	9,892.00
5-Jul	VINCENT CHISALE	TPT TO GET QUOTATIONS AT FORMEX FOR FOUNDATION BOLTS	1,600.00	3	8,292.00
4-Jul	INNOCENT BANDAH	GLOVES FOR FIRST AID BOX	2,500.00	3	5,792.00
7-Jul	INNOCENT BANDAH	TPT TO GET QUOTATION FOR ELECTRICAL MATERIALS FOR CASTEL PROJECTS	2,000.00		3,792.00
7-Jul	BEATRICE KALULUMA	RELISH FOR WORKSHOP NSIMA FOR 15 DAYS	15,000.00		8,792.00
8-Jul	BEATRICE KALULUMA	UNITS FOR THE GUARD ROOM FOR THE MONTH OF JUNE	5,000.00	1	3,792.00
7-Jul	BEATRICE KALULUMA	HIGHLIGHTER AND 10 A4 ENVELOPS	1,500.00	1	2,292.00
8-Jul	BEATRICE KALULUMA	SENDING A BID DOCUMENT TO LILONGWE	2,200.00		0,092.00
5-Jul	BEATRICE KALULUMA	TOP UP FOR UFA AND TPT TO BUY UFA	5,200.00		892.00
				Contract of the	

Authorised petty cash float Total Expenses Balance Reimbursement

Prepared by:

Checked by:

Approved by:

200,000.00 195,108.00 4,892.00 195,108.00

0.00