

PETTY CASH VOUCHER

.....
Department/Agency

.....
Division

No.....

Date.....

Amount.....

ACCOUNT CODE		
ORG	OBJECT	PROJECT

Purchase Description:

.....
.....
.....
.....

I HEREBY CERTIFY THAT GOODS AND/OR SERVICES IN THE AMOUNT STATED ABOVE WERE PURCHASED ON BEHALF OF THIS DEPARTMENT/ AGENCY AND THE GOVERNMENT OF THE VIRGIN ISLANDS IN ACCORDANCE WITH APPLICABLE RULES AND REGULATIONS SUPPORTING DATA ARE ATTACHED.

.....
Custodian

(Fill in and sign when it is impractical to obtain a receipt)

I HEREBY CERTIFY THAT THE AMOUNT OF \$.....

WAS PAID TO

FOR

ON

BUT NO RECEIPT COULD BE OBTAINED. THIS PURCHASE WAS MADE ON BEHALF OF THE DEPARTMENT/AGENCY AND THE GOVERNMENT OF THE VIRGIN ISLANDS IN ACCORDANCE WITH APPLICABLE RULES AND REGULATIONS.

.....
Custodian