LOYOLA UNIVERSITY CHICAGO

PETTY CASH REIMBURSEMENT REPORT

1) Petty Cash

2) _____

Custodian Name (please print)

3) _____

Department and Campus

For Finance use only
Petty cash GL number

_____

Account Number	Amount

Approved by: _____

Date: _____

BMS/SPA Approval: _____

Date: _____

Amount Requested _____

Cash on Hand _____

Fund Balance _____