

Petty Cash Account

Date:	01/09/2020		Ref. No.	09/2020
Account Holder	The Secretary		Section	
Transaction	Payee	Description	Account	€
Ref. No.			Number	
1	Falzon Service Station	Purchase of fuel for LCs vehicle		20.00
2	Il-Mehriez Pharmacy	Purchase of hand sanitizer for LCs office use		17.98
3	EduLine Ltd	Purchase of stationery		15.00
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
(Transaction receipts attached) Total Paid in (receipts attached)				52.98

Balance 52.98

Received HSBC Cheque No 10763 52.98

Signed IFFIRMAT
Etienne Montfort 15/10/2020
 (Account holder) (Date)

Verified _____
 (Account holder) (Date)

Posted to _____
 Ledger by: (Account holder) (Date)