

ATTACH ORIGINAL RECEIPTS. VOUCHER MAY NOT EXCEED \$25. SUBMIT VOUCHER TO BUSINESS OFFICE BOX IN VU 538.



**ASSOCIATED STUDENTS
PETTY CASH VOUCHER**
Western Washington University

DATE _____ / _____ / _____

PURCHASED MADE BY

DESCRIPTION OF ITEMS

ORGANIZATION / CLUB NAME

PURPOSE OF PURCHASE:
(i.e. Event, Date of Event, Travel, etc.)

VENDOR PAID

FAST INDEX

ACCOUNT

FX _____

E _____

ACTIVITY

AMOUNT

ASB _____

\$ _____

BUDGET AUTHORITY

DATE

CASH RECEIVED BY

DATE

BUSINESS DIRECTOR

DATE

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