

**WATTSBURG AREA SCHOOL DISTRICT  
 2018-2019 PETTY CASH REPORT  
 WATTSBURG AREA MIDDLE SCHOOL**

Vendor Number 319

Beginning Balance 50.00

ITEM	VENDOR	DEPARTMENT	AMOUNT

To replenish must be received by the 2<sup>nd</sup> Monday of the month.

Total Receipts \_\_\_\_\_

Attach all receipts.

Cash on Hand \_\_\_\_\_

Total should be equal to the beginning balance.

TOTAL                     

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date