



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2015-2016 PETTY CASH FUND CLOSE-OUT**

FUND CUSTODIAN _____

SCHOOL/SITE _____

PETTY CASH FUND _____

REIMBURSEMENT

CARRY OVER BALANCE _____

CASH/COINS/CHECKS _____

RECEIPTS SUBMITTED
FOR REIMBURSEMENT
TO ACCOUNTING _____

***TOTAL** _____

***NOTE:** TOTAL REIMBURSEMENT MUST EQUAL THE TOTAL AMOUNT OF THE
PETTY CASH FUND