

DISTRICT ACCOUNTS PAYABLE OFFICE PETTY CASH VOUCHER

	Foothill Colleg		Middlefield		e Anza College	District Office
Pay To:		Extension:			tension:	
First & Last	Name (Please Print):					
Item(s) Purchased:						
	Required:	1			1	1
INDEX (6 digits)	FUND (6 digits)	ORG (6 digits	s) ACCT (4 digits)	PROG (6 digits)	Amount:
						\$
						Ψ
Approved by:						
	First & Last Name (Ple	ease Print)	Extension	Date	APPROVE	R Signature (Required)
Received by:						
	First & Last Name (Ple	ease Print)	Extension	Date	EMPLOYE	E Signature (Required)
	Υ.		RECEIPTS ATT			_ 、 , , ,
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Important Not	a: Potty Cash doos no	t use Foundation	EOAPs that st	ort with 81	1 815 or 816 Places	contact the Foundation
important Not					o your Foundation FO	
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Community College Distrie		PETTY	CASH VOL	ICHER		
Community College Distrie	ct Foothill Colle	PETTY		ICHER	CE e Anza College	District Office
Community College Distrie		PETTY	CASH VOL	ICHER		
Community College Distric For Location: Pay To:	Foothill Colle	PETTY	CASH VOL	ICHER	e Anza College	
Community College Distric For Location: Pay To:		PETTY	CASH VOL	ICHER	e Anza College	District Office
Community College Distric For Location: Pay To: First & Last	Foothill Colle	PETTY	CASH VOU	De	e Anza College Ext	District Office
Community College Distric For Location: Pay To: First & Last	Foothill Colleg	PETTY	CASH VOU	De	e Anza College Ext	District Office
Community College Distric For Location: Pay To: First & Last	Foothill Colleg	PETTY	CASH VOU	De	e Anza College Ext	District Office
Community College Distric For Location: Pay To: First & Last	Foothill Colleg	PETTY	CASH VOU	De	e Anza College Ext	District Office
Community College Distric For Location: Pay To: First & Last	Foothill Colleg	PETTY	CASH VOU	De	e Anza College Ext	District Office
Community College District For Location: Pay To: First & Last Item(s) Purchased: _	Foothill Colleg Name (Please Print): Required:	ge	CASH VOU Middlefield	De	e Anza College Ext	District Office
Community College Distric For Location: Pay To: First & Last	Foothill Colleg	PETTY	CASH VOU Middlefield	De	e Anza College Ext	District Office
Community College District For Location: Pay To: First & Last Item(s) Purchased: _	Foothill Colleg Name (Please Print): Required:	ge	CASH VOU Middlefield	De	e Anza College Ext	District Office
Community College District For Location: Pay To: First & Last Item(s) Purchased: _	Foothill Colleg Name (Please Print): Required:	ge	CASH VOU Middlefield	De	e Anza College Ext	District Office
Community College District For Location: Pay To: First & Last Item(s) Purchased: INDEX (6 digits)	Foothill Colleg Name (Please Print): Required: FUND (6 digits)	PETTY ge ORG (6 digit	CASH VOU Middlefield	De	e Anza College Ext	District Office
Community College District For Location: Pay To: First & Last Item(s) Purchased: INDEX (6 digits)	Foothill Colleg Name (Please Print): Required:	PETTY ge ORG (6 digit	CASH VOU Middlefield	De	e Anza College Ext	District Office
Community College District For Location: Pay To:	Foothill Colleg Name (Please Print): Required: FUND (6 digits)	PETTY ge ORG (6 digit	CASH VOU Middlefield	4 digits)	e Anza College Ext	District Office tension: Amount: \$
Community College District For Location: Pay To: First & Last tem(s) Purchased: INDEX (6 digits) Approved by: Received by:	Foothill Colleg Name (Please Print): Required: FUND (6 digits)	PETTY ge ORG (6 digit: ease Print)	CASH VOU Middlefield	4 digits)	PROG (6 digits)	District Office tension: Amount: \$

Important Note: Petty Cash does not use Foundation FOAPs that start with 844, 845, or 846. Please contact the Foundation Office at ext. 6923, if you intend to charge your transactions to your Foundation FOAP.