

Petty Cash Transactions

FT_BO_FI_05

Responsible Officer

Wes Scruggs

Responsible Office

Business Office

Approving Body

Board of Trustees

Approval Date

2019-09

Re-evaluation Date

2021

Policy Statement

The Business Office does have petty cash available for administrative units of the university who may need a small amount of cash (normally \$20 or less).