

STATE OF NEBRASKA
NEBRASKA INFORMATION SYSTEM

PETTY CASH FUND APPLICATION

AGENCY NUMBER _____ AGENCY NAME _____ STATUTORY AUTHORITY _____

ADD		CHANGE	
<p>1. What is the use of the fund? _____ _____</p> <p>2. Describe the fund and justify its need? _____ _____</p> <p>3. Types of Disbursements to be made? _____ _____</p> <p>4. Account Number (Fund.Obj) _____</p> <p>5. Authorized Amount _____</p> <p>6. Location _____ Bank Name _____ Bank Address _____ Account Number _____</p> <p>7. FOR DAS ACCOUNTING ONLY Document Number/Date _____</p>	<p>Address Book Number _____</p> <p>1. Reason for change: Custodian _____ Authorized Amount _____ Use of the fund _____ _____</p> <p>Other _____ _____</p> <p>2. Date of Change _____</p>		
		TERMINATE	
		<p>1. Document Number _____</p> <p>2. Termination Date _____</p>	
CUSTODIAN CERTIFICATION		AGENCY	
<p>I accept responsibility for the safekeeping of the above petty cash fund, for making disbursements on behalf of the State of Nebraska and maintaining adequate records as prescribed by the Nebraska Accounting System Manual.</p> <p>_____</p> <p style="text-align: center;">CUSTODIAN SIGNATURE DATE</p>		<p>_____</p> <p style="text-align: center;">DIRECTOR DATE</p>	
DAS BUDGET	AUDITOR OF PUBLIC ACCOUNTS		DAS ACCOUNTING
<p>Comments:</p> <p>_____</p> <p style="text-align: center;">REVIEWED BY DATE</p>	<p style="text-align: center;">___ Granted ___ Denied</p> <p>_____</p> <p style="text-align: center;">STATE AUDITOR DATE</p>		<p style="text-align: center;">___ Granted ___ Denied</p> <p>_____</p> <p style="text-align: center;">STATE ACCOUNTANT DATE</p>