



Petty CASH BOOK

Amount Received	Date	Particulars	Amount Paid	Analysis of the Payment				
				Stationery	Conveyance	Cartage	Postage	Miscellaneous
500	24-01-2017	Cash Received						
	24-01-2017	Stationery	100	100				
	25-01-2017	Bus Fare	12		12			
	25-01-2017	Cartage	40			40		
	26-01-2017	Taxi Fare	80		80			
	27-01-2017	Wages to Casual Labour	90					90
	29-01-2017	Postage	80				80	
500			402	100	92	40	80	90
98	30-01-2017	To Balance c/d	98					
402	31-01-2017	To Balance b/d	500					