



Sathya Sai Baba Centre of XYZ

Regd. No XXX/XXX/XXX

**Petty Cash
Voucher**

No. XXXX

Pay **Date**

DESCRIPTION	AMOUNT	
Expense A/C Posting:	RM	

The Sum of Ringgit

.....

Payment Authorised by: **Received By:**





Sathya Sai Baba Centre of XYZ

Regd. No XXX/XXX/XXX

**Cheque
Payment**

No. XXXX

Pay

Date:

DATE	DESCRIPTION	AMOUNT
Expense A/C Posting:		RM

Payment Authorised by:

Received by:

ISSUING BANK & ACCOUNT NO.	CHEQUE NO.	AMOUNT
		RM





Sathya Sai Baba Centre of XYZ

Regd. NoXXXXXXXX

**OFFICIAL
RECEIPT**

No. XXXX

Date:

Received from

The sum of Ringgit Malaysia

Being payment for

Return address:

RM _____

Sathya Sai Baba Centre of XYZ XYZ

Cash / Cheque no.

Bank:

.....
Treasurer

