

## Village of Poplar Grove

### Monthly Petty Cash Reconciliation (No Activity)

Month/Year: \_\_\_\_\_

Beginning Balance: \$200.00

Ending Balance (Cash on Hand): \$200.00

#### Certification:

I certify that during the above referenced month, no petty cash disbursements were made. The petty cash drawer was counted and verified, and the total cash on hand equals the authorized fund balance of \$200.00.

Village Collector Verification: \_\_\_\_\_ Date: \_\_\_\_\_

Village Treasurer Monthly Reconciliation: \_\_\_\_\_ Date: \_\_\_\_\_

Village President Review (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_