

JUN 10

U.S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF PRISONS

INSTITUTION

Cashier	Alternate-Cashier	(Indicate)	(Date)
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SECTION I - IMPREST FUNDS

- 1. Advance, per latest 1129 dated / / \$
- 2. Unreimb. subvouchers in transit* No thru \$
- 3. Unreimb. subvouchers in possession No thru \$
- 4. Interim Receipts as follows:

Date	To	Purpose	Amount
			\$
			\$
			\$
			\$
			\$
			\$

- 5. Total Unreimbursed Items (Lines 2, 3, 4) \$
- 6. Accountability for Imprest Fund (Line 1 less line 5) \$
- 7. Cash Items on hand:

(a) Currency	Amount	(b) Coins	Amount
x \$100 =	\$	x 1.00 =	
x \$50 =	\$	x .50 =	
x \$20 =	\$	x .25 =	
x \$10 =	\$	x .10 =	
x \$5 =	\$	x .05 =	
x \$1 =	\$	x .01 =	

Total a) Currency \$ b) Coins \$

(c) Treasury Checks (Uncashed)

Date	Number	Amount
/ /		\$
/ /		\$
/ /		\$
		c) \$

- 8. Total Cash Items on hand (add 7a, 7b, 7c) \$
- 9. Difference overage or (shortage) (Line 6 less line 8) \$

*Reimbursement check(s) verified upon return from RDO

SECTION II - REIMBURSEMENT VOUCHERS SUBMITTED DURING PAST THREE MONTHS

(Date)	(Amount)	(Date)	(Amount)	(Date)	(Amount)
	\$		\$		\$
	\$		\$		\$
	\$		\$		\$
	\$		\$		\$
	\$		\$		\$

SECTION III - COLLECTIONS & MEAL TICKETS

1. Cash on hand at previous verification (including unreceipted meal tickets sold)			\$
2. Deposit Tickets in transit at previous verification			\$
3. Meal tickets on hand - previous verification dated			
	<u>Inclusive Numbers</u>	<u>Quantity</u>	<u>Value</u>
	to		\$
4. Meal tickets received since previous verification:			
	to		\$
	to		\$
	to		\$
5. AF-115 receipt issued	No.	to	\$
	No.	to	\$
6. Total cash and meal tickets on hand & rec'd		(Add lines 1, 2, 3, 4, 5.)	\$
7. Meal tickets receipted during the period			\$
8. Deposit Ticket accomplished this period		Nos.	

			\$
9. Deposit tickets is transit: Nos.			\$
10. Meal tickets now on hand:			

	<u>Inclusive Numbers</u>	<u>Quantity</u>	<u>Value</u>
	to		\$
11. Total collections and meal tickets		(Add lines 7, 8, 9, 10)	\$
12. Accountability - coll. rec'd & meal tickets sold (line 6 less line 11)			\$
13. Cash Items on hand	Currency		\$
	Coins		\$
	Checks & Money Orders		\$

14. Total cash items (including unreceipted meal tickets)		(Add line 13)	\$
	<u>Inclusive Numbers</u>	<u>Quantity</u>	<u>Value</u>
	to		\$
	to		\$

15. Difference, overage or (shortage)		(Line 14 less line 12)	\$
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SECTION IV - OTHER ACCOUNTABLE ITEMS (Insert date checked)

<u>Items in safe</u>	<u>Register of Accountable Items</u>
U.S. Saving Bonds in safe	Number in bond register
Credit Cards authorized	Credit Cards accounted for
Books of GTR's	Number in GTR register
Books of CMS Form 14's	Register of CMS Form 14's

We have verified the cash items, checked the transactions, and certify the amounts to be corrected as stated.

(Signature and Title)

(Signature and Title)