

RULE

Subject	Petty Cash Fund	Number: 6HX14-5.16
Authority	F.S. 1001.64, 1010.02	Date: 10/23/13
History	01/18/84, 01/19/00, 06/23/05	
Source	Vice President, Business & Administrative Services	

A petty cash fund not to exceed one thousand dollars (\$1,000.00) may be established at each approved campus or center and shall be maintained on the imprest system. The President shall establish procedures to ensure proper accounting and adequate internal controls. Such petty cash fund(s) shall not be used to circumvent normal purchasing procedures.