

Petty Cash

List of Payments made between 01/09/2021 and 30/09/2021

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|-------------------|------------------|--------------------|-----------------------|---------------------------|
| 01/09/2021 | T. Robinson | TRANS | 6.85 | | Milk/coffee |
| 01/09/2021 | T. Robinson | TRANS | 66.00 | | Postage |
| 02/09/2021 | C. Hunter | TRANS | 3.23 | | Postage |
| 02/09/2021 | C. Hunter | TRANS | 1.15 | | Milk |
| 09/09/2021 | T. Robinson | TRANS | 3.00 | | Notepad |
| 09/09/2021 | T. Robinson | TRANS | 4.49 | | Stationary |
| 15/09/2021 | M. Rolph | TRANS | 25.00 | | Eye test |
| 15/09/2021 | T. Robinson | TRANS | 1.85 | | Milk |
| 16/09/2021 | T. Robinson | TRANS | 7.65 | | Postage |
| 16/09/2021 | B. Bury | TRANS | 0.60 | | Milk |
| 16/09/2021 | K. Farrow | TRANS | 3.18 | | Refs |
| 16/09/2021 | C. Hunter | TRANS | 20.00 | | Coffee |
| 17/09/2021 | T. Robinson | TRANS | 1.50 | | WD40 |
| 21/09/2021 | Luca | TRANS | 1.69 | | Tape |
| 21/09/2021 | J. Mills | TRANS | 8.56 | | Postage |
| 21/09/2021 | B. Bury | TRANS | 4.58 | | Tape |
| 22/09/2021 | T. Robinson | TRANS | 4.00 | | Tape |
| 23/09/2021 | B. Bury | TRANS | 32.00 | | Paint - AH |
| 24/09/2021 | T. Robinson | TRANS | 2.00 | | Washing up liquid |
| 27/09/2021 | P. Clover | TRANS | 1.15 | | Milk |
| 27/09/2021 | L. Roberts | TRANS | 17.87 | | Mileage |
| Total Payments | | | <u>216.35</u> | | |