



U.S. \_\_\_\_\_  
(DEPARTMENT, BUREAU OR ESTABLISHMENT)

**STATEMENT OF CASH OPERATING ADVANCE  
AND REPLENISHMENT VOUCHER**

1. D.O. VOUCHER NO. \_\_\_\_\_

2. PAID BY \_\_\_\_\_

(For Use of Paying Office)

3. POST \_\_\_\_\_

4. FOR THE PERIOD

A. From (mm-dd-yyyy) \_\_\_\_\_ B. To (mm-dd-yyyy) \_\_\_\_\_

5. STATEMENT OF OPERATING CASH ADVANCE				
DESCRIPTION (A)	U.S. CURRENCY (B)	FOREIGN CURRENCY (C)	U.S. CURRENCY (D)	FOREIGN CURRENCY (E)
A. TOTAL OPERATING CASH ADVANCE				
B. LESS:				
(1) Cash on Hand				
(2) Currency Paid Out for Accommodation Exchange				
(3) Replenishment Previously Required, but Not Received				
(4) Difference Items Remaining Unadjusted				
(5) Other				
(6) TOTAL (Lines 5B(1) through 5B(6))				
C. PAID CASH VOUCHERS AND RECEIPTS FOR CASH PAYMENTS, FOR WHICH REPLENISHMENT IS HEREBY REQUESTED (Line 5A minus line 5B(6))				

6. CERTIFICATION: *I certify that the disbursements claimed herein are correct and proper, that payment has not been received, and that the status of the operating cash advance for which I am accountable is as stated above.*

7. DATE (mm-dd-yyyy) \_\_\_\_\_ 8. APPROVED BY \_\_\_\_\_ 9. TITLE \_\_\_\_\_ 10. CASHIER \_\_\_\_\_

11. REPLENISHMENT VOUCHER (For Completion by Fiscal Servicing Post)		
DESCRIPTION (A)	U.S. CURRENCY (B)	FOREIGN CURRENCY (C)
A. AMOUNT OF REPLENISHMENT CLAIMED FOR CASH PAYMENTS		
B. DIFFERENCES		
C. ACCOUNT VERIFIED CORRECT FOR (Line 11A minus line 11B)		
D. REPLENISHMENT FOR ACCOMMODATION CHECKS CASHED		
E. TOTAL (Lines 11C plus 11D)		
F. NUMBER OF REIMBURSEMENT CHECKS DESIRED AND AMOUNTS:	U.S. \$ _____	L.C. _____

12. CALCULATIONS VERIFIED BY (Signature or Initials): \_\_\_\_\_

13. CERTIFICATION: *Pursuant to the authority vested in me, I certify that the amount reflected on line 11E is correct and proper for payment.*

\_\_\_\_\_  
(Date) (mm-dd-yyyy)

\_\_\_\_\_  
(Authorized Certifying Officer)

14. ACCOUNTING CLASSIFICATION \_\_\_\_\_

15. PAID BY:

A. Check No. \_\_\_\_\_ Amount \_\_\_\_\_

B. Check No. \_\_\_\_\_ Amount \_\_\_\_\_

C. Cash \_\_\_\_\_

16. DATE PAID (mm-dd-yyyy) \_\_\_\_\_