



LOS LUNAS SCHOOLS

VERIFICATION FORM

****Change Fund****

The present Custodian along with the Site Supervisor must verify that the change fund account is accurate and accounted for:

As the **PRESENT CUSTODIAN**, I currently have the following cash on hand, totaling the amount authorized for my petty cash/change fund: \$ _____

Name _____

Site _____

Signature of Present Custodian

Date

SUPERVISOR APPROVAL

Name _____

Site _____

Supervisor Signature

Date

******INTERNAL BUSINESS OFFICE APPROVAL******

Signature

Date