



<b>UNIT</b>		<b>VENDOR ID</b> (if known)	
-------------	--	--------------------------------	--

<b>NAME OF CUSTODIAN</b>		<b>CURRENT FLOAT AMOUNT \$</b>	
--------------------------	--	--------------------------------	--

<b>NAME OF FLOAT</b>		<b>CAMPUS</b>	
----------------------	--	---------------	--

Please provide the reason(s) for requesting an increase to your Trading Float


<b>AMOUNT TO BE INCREASED BY \$</b>	<input style="border: 2px solid black;" type="text"/>
-------------------------------------	---

The following cash dissection of the increase is requested:

Notes	\$100's	\$	
	\$50's	\$	
	\$20's	\$	
	\$10's	\$	
	\$ 5's	\$	

Coinage	\$2's	\$	
	\$1's	\$	
	50's	\$	
	20's	\$	
	10's	\$	
	5's	\$	

<b>DATE REQUIRED BY</b>	<input type="text"/>
-------------------------	----------------------

<b>NEW FLOAT TOTAL \$</b>	<input type="text"/>
---------------------------	----------------------

I certify that I have read the instructions relating to my responsibilities as a Trading Float Custodian and agree to comply with those requirements.

Signature	Printed Name	Date

I hereby agree to this increase in Trading Float and I certify that it will be administered in accordance with the "Instructions to Trading Float Cashiers" and that appropriate measures have been taken to ensure the security of this float at all times.

Signature	Printed Name	Position	Date
		Dean/Executive Director/ Head of School/Section Head	

Accounts Payable use only

I approve the issue of this increase in Trading Float.

Signature	Printed Name	Position	Date
		Manager, Revenue & Payables	

On codes	A102	102	651	62009
----------	------	-----	-----	-------

Banner Document	<input type="text"/>
-----------------	----------------------