

Master File # \_\_\_\_\_

**GRANT TRANSFER OF IMPREST CASH FUND**

(To be used only for transferring petty cash/change fund to a continuation year of a sponsored award.)

Transfer **from** Oracle award #: \_\_\_\_\_

Transfer **to** continuation award #: \_\_\_\_\_

Date: \_\_\_\_\_

I hereby acknowledge the transfer of the \$\_\_\_\_\_ petty cash/change fund  
utilized in \_\_\_\_\_ department by fund custodian  
\_\_\_\_\_.

\_\_\_\_\_

Fund Custodian Signature

\_\_\_\_\_

Witness Signature

\_\_\_\_\_

Accountant Signature

A reconciliation of the petty cash/change fund for the "Transfer from" award must be attached.