

**UNUSED CASH ADVANCE REPAYMENT RECEIPT**

**Received from:**

**Name:** \_\_\_\_\_ **Employee ID:** \_\_\_\_\_

**Cash Advance Name (or Key):** \_\_\_\_\_

**Amount: \$** \_\_\_\_\_ **Paid by:**  **Cash (Do NOT send cash by inter-office mail)**

**Cheque #** \_\_\_\_\_

**Money Order**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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*This section for Financial Services use only*

**Received by: Financial Services**

**Name:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_