Please select:

|  |  |  |  |
| --- | --- | --- | --- |
|  | *MONSU Peninsula* |  | *Clubs & Societies (max. $50)* |

|  |  |
| --- | --- |
| *Department / Club Name:* |  |
| *Person Completing Form:* |  |
| *Telephone:* |  |
| *Position in Club:* |  |
| *Date / Time – Float required:* |  |
| *Reason Float is Required* *(i.e. function, ticket sales)* |  |

***Breakdown Requirements****:*

|  |  |  |  |
| --- | --- | --- | --- |
|  | *Amount ($)* | *Coins* | *Amount ($)* |
| *$100* |  | *$2* |  |
| *$50* |  | *$1* |  |
| *$20* |  | *50c* |  |
| *$10* |  | *20c* |  |
| *$5* |  | *10c* |  |
|  |  | *5c* |  |

***Total Float****: $ ………………………*

***Authorization Signature****: ………………………………………….. (Clubs Coordinator / Club Mentor)*

*Cash Floats can be collected from the Finance Office on the day of use and* ***must*** *be returned the following working day.*

|  |
| --- |
| Finance Office Use Only: |
| *Cash Float Distributed:*  *Signed ……………………………………………… Date: ….…. / ……… / ………* |
| *Notes:* | *$100* |  | *$50* |  | *$20* |  | *$10* |  | *$5* |  | *Subtotal* |  |
| *Coins:* | *$2* |  | *$1* |  | *50c* |  | *20c* |  | *10c* |  | *5c* |  | *Subtotal* |  |
|  | *Total:* |  |
| Finance Office Use Only: |
| *Cash Float Returned:*  *Signed ……………………………………………… Date: ….…. / ……… / ………* |
| *Notes:* | *$100* |  | *$50* |  | *$20* |  | *$10* |  | *$5* |  | *Subtotal* |  |
| *Coins:* | *$2* |  | *$1* |  | *50c* |  | *20c* |  | *10c* |  | *5c* |  | *Subtotal* |  |
|  | *Total:* |  |