

UGANDA CHRISTIAN UNIVERSITY

Accountability Form

For Money Advanced on Personal Account for Official University Business

Name Title..... Department..... Date.....

Amount Advanced.....(In Words).....

Cheque No..... Date

Amount Actually Spent.....(In Words).....

Over Spent By.....(In Words).....

Balance To Accounts Office shs.....Receipt No.....

DETAILS

NO.	Money Was Spent as follows:	Amount	A/c Code
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Signature of Officer Accounting for the Advance.....

Date.....Title.....

Checked By Name.....Signature.....Date.....

Verified By (Name).....Signature.....Date.....

Entered Journal By (Name).....Signature.....Date.....