CashAdvance Clearin@uide

Example: CashAdvanceamount \$1000

Scenariol: Cashadvancewas not used Employeemust reimbursethe University the WHOLE amount of the Cash Advance (\$1000) by issuing a cheque made payable to "University of Calgary". Attach the cheque on the front of the printed copy of the expense report and send] v š Œ to Accounts Payable X

Createan expense eport and use the accounting entries below:

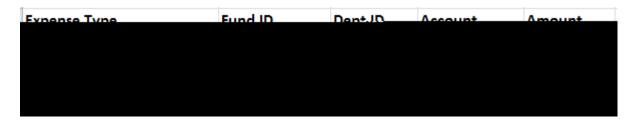
Expense Type Fund ID	Dept ID	Account	Amount.
ENGLES OF THE SECOND	122:00	- 1000	Sasti Marine
girregit Bodiurs IIII seeses	20210	10000	Sandr Mannew-Reign

The expense report total will be:



Scenario2: Total expensesare greater than the CashAdvanceamount.

Createan expense eport and use the accounting entries below:



The expense report total will be:

