

**Resolution   6   of 2016**

**Petty Cash Policy**

It is West Wyoming Borough's policy to use Petty Cash funds for making small miscellaneous payments when immediate settlement is required or when this method of payment is more cost effective.

The amount of Petty Cash kept will not exceed \$50.00.

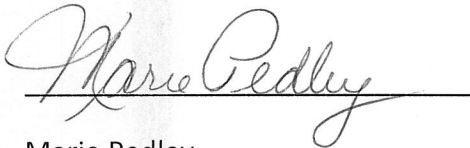
The Borough Administrator will ensure the control and safekeeping of the Petty Cash funds and keep a log of the funds spent.

Duly enacted on this 14<sup>th</sup> day of November, 2016 by the West Wyoming Borough Council.



Gary Stavish

Chairman of West Wyoming Council



Marie Pedley

Borough Administrator

