

# THE SACRAMENTO BEE

## EXPENSE ACCOUNT.

Of .....

Of ..... Department

Dates .....

Items ..... \$.....

..... \$.....

..... \$.....

..... \$.....

..... \$.....

..... \$.....

..... \$.....

..... \$.....

Total ..... \$.....

Amount Returned .... \$.....

Amount Originally Drawn..... \$.....

Date ..... 19.....

“O. K.” .....

This return must be filed with cashier before the account upon which cash was drawn can be closed.

Until it is closed, the amount involved stands charged to the person by whom originally received.