

307.1.2f - Cash Advance Agreement

Cash advances should only be requested when employees reasonably expect to disburse funds within 30 days of receipt.

Cash advances not reconciled within 60 days will be reported to Payroll Services as taxable income in accordance with IRS Accountable Plan requirements.

l,		understand tha	: the \$ cash	advance made
	ty of North Carolina a		n and that I am personally I	
I agree to provide	appropriate receipts for approved and deposi		curred no later than 60 day y Cashier any remaining ca	
Business Unit:	Fund:	Sou	ce:	
Account:	Department II	D:(OSP Project ID:	
			CC3:	
The chartfield string should	be identical to the chartfield strir	ng used on the voucher reque	st.	
The chartfield string should In the event I fail to	be identical to the chartfield strings	this advance, I her	st. eby agree that the Universi	ty may notify
The chartfield string should In the event I fail to Payroll Services to due to Accounting	be identical to the chartfield string o settle the amount of deduct the amount fro Services. I hereby sub	f this advance, I her om my next salary o scribe by my own h	st.	ty may notify e receipts were
The chartfield string should In the event I fail to Payroll Services to due to Accounting	be identical to the chartfield strings osettle the amount of deduct the amount fro	f this advance, I her om my next salary o scribe by my own h	st. Pby agree that the Universi heck following the date the	ty may notify e receipts were
The chartfield string should In the event I fail to Payroll Services to due to Accounting agreement careful	be identical to the chartfield string o settle the amount of deduct the amount fro Services. I hereby sub ly and agree to its terr	f this advance, I her om my next salary o scribe by my own h	st. Pby agree that the Universi heck following the date the	ty may notify e receipts were
In the event I fail to Payroll Services to due to Accounting	be identical to the chartfield string of settle the amount of deduct the amount from Services. I hereby subly and agree to its terries.	f this advance, I her om my next salary o scribe by my own h	eby agree that the Universing heck following the date the and acknowledge that	ty may notify e receipts were

to all