

Managing Cash Book

- For any deposit of cash (opening cash balance – Paid In) or withdrawal of cash (petty cash – Paid Out)
- Click on cash book and fill in type of cash movement and amount.
- Cashier Supervisor should be present during Paid In Paid Out activities.

Cash Book Entry

Cash Book Entries

Type	Memo	Amount
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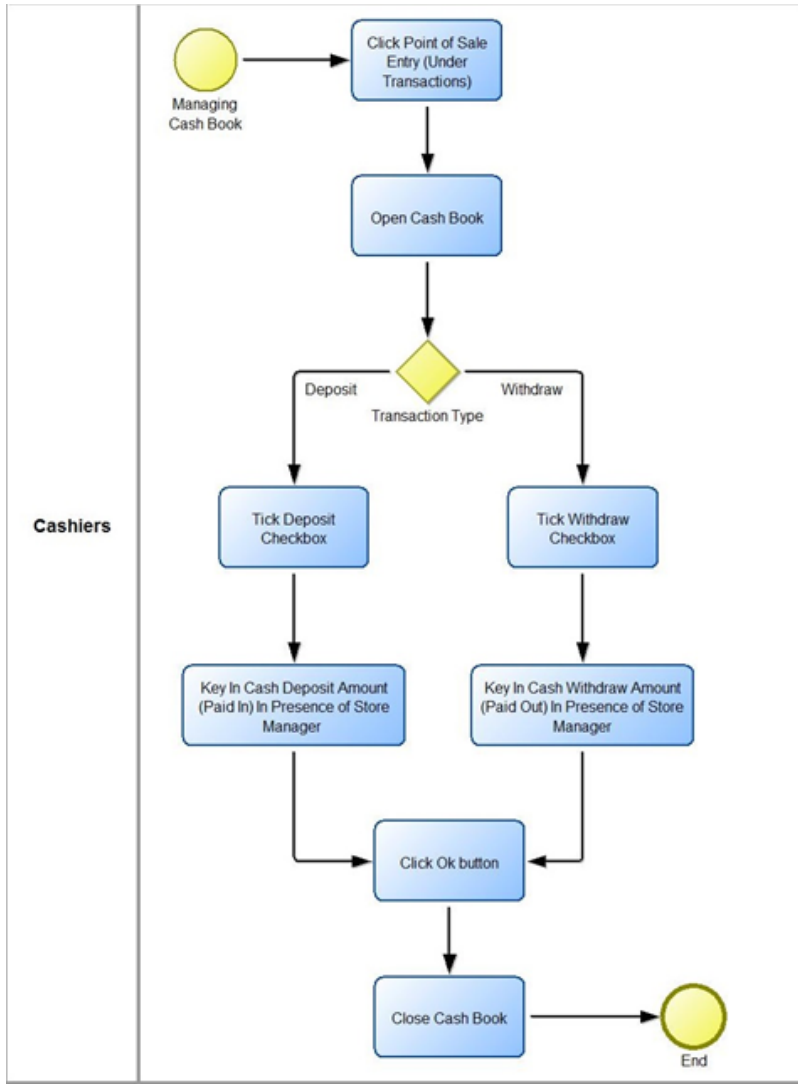
Deposit Withdrawal

Amount: _____ Employee: EMP003 - Elvy ee

Memo: _____

OK Cancel

Process Flow



Samooha(s) PTE LTD

Video