



**UNIVERSITY OF MINES AND TECHNOLOGY, TARKWA**

**CASH ADVANCE FORM**

From: ..... Ref.: .....

To: ..... Date: .....

Please release the sum of GH¢ ..... (in words) .....  
..... Cedis  
and ..... Pesewas

Purpose .....  
.....  
.....

and that original receipt and documents would be returned later to render proper accounts.

Signed: .....  
**Applicant**

Signed: .....  
**Head of Dept/Section/Unit**

Date: .....

Date: .....

Recommended by: .....  
**Registrar**

Approved: .....  
**Vice Chancellor**

Date: .....

Date: .....

I, the undersigned hereby agree that within two weeks, the said amount should be surcharged to me if I fail to render proper account.

Signed: .....  
**Person giving the undertaking**

Date: .....