



STATE OF ILLINOIS
COMPTROLLER
JUDY BAAR TOPINKA

ACCOUNTING BULLETIN

TO: Fiscal Officers of All State Agencies

FROM: Steven. L. Valasek, Assistant Comptroller - Operations

DATE: August 25, 2014

SUBJECT: Petty Cash Threshold

NUMBER: 200

Public Act 98-0904 amended the petty cash threshold in the State Finance Act (30 ILCS 105/13.3). The amendment increased the petty cash threshold from \$50 to \$100.

Section 30 ILCS 105/13.3 (a) was amended as follows:

... single transactions shall be limited to amounts less than \$100 ~~\$50~~, and all transactions occurring in the fund shall be reported and accounted for as may be provided in the uniform accounting system developed by the State Comptroller and the rules and regulations implementing that accounting system...

This amendment is effective for all petty cash purchases on or after August 15, 2014.

As a reminder, refer to Procedure 9.10.40 in the SAMS Manual for rules on the establishment, increase, operation, decrease or dissolution of a Petty Cash Fund.

If you have any questions concerning this bulletin, please contact Thwyla Drury, Manager of Voucher Control at (217) 782-3608. Agencies may access this and other Accounting, Payroll and SAMS Bulletins on the Comptroller's website at www.ioc.state.il.us under Resource Library.