Purpose: To have an agreed upon understanding on handling cash transactions on behalf of the Soil Management CRSP/TL project entitled “Timor-Leste Agricultural Rehabilitation, Economic Growth, and Natural Resource Management”, herein referred to as the PROJECT.

The undersigned agrees to (1) receive cash advances from the PROJECT representative, (2) make cash payments on behalf of the PROJECT for goods and services in the conduct of project activities in Timor-Leste, (3) obtain receipts as verification of payment and (4) submit receipts to PROJECT representatives. Further, the undersigned agrees to be responsible and accountable for all cash transactions conducted on behalf of the PROJECT. The undersigned agrees to return all unused cash advances to the PROJECT representative within 7 days upon return from locations outside of Dili.

In agreement,

Witnessed by:

Sign: ___________________________  Sign: ___________________________
Name (print):  
Date: ________________  
Place: ________________

Name (print):  
Date: ________________  
Place: ________________