



MEADOW PARK
PTA

VERIFICATION OF FUNDS RECEIVED

INSTRUCTIONS: Complete in dark ink. Two members are required to separately count and sign form. Coins must be rolled, checks and bills paper-clipped in groups of 20. Make two copies of this form. Keep a copy for your records. Place two copies with the money into a "Deposit Envelope" and give it to the school secretary. Call or text the Financial Secretary to arrange deposit. Money must remain at school.

DATE: ____/____/____

EVENT: _____

COINS:

Pennies	x	_____	=	_____
Nickels	x	_____	=	_____
Dimes	x	_____	=	_____
Quarters	x	_____	=	_____
Half Dollars	x	_____	=	_____
One Dollars	x	_____	=	_____

Total Coins \$ _____

CURRENCY:

\$ 1.00	x	_____	=	_____
\$ 2.00	x	_____	=	_____
\$ 5.00	x	_____	=	_____
\$ 10.00	x	_____	=	_____
\$ 20.00	x	_____	=	_____
\$ 50.00	x	_____	=	_____
\$ 100.00	x	_____	=	_____

Total Currency \$ _____

CHECKS:

Check #	Amount	Payor
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total Number of Checks _____

Total Checks \$ _____

Grand Total \$ _____

SIGNATURES:

_____	_____	_____
EVENT CHAIRPERSON	COMMITTEE MEMBER	TREASURER/FINANCIAL SECRETARY