

Mashburn Elementary School PTO, Inc.

Cash Verification Form

Date: _____

Activity: _____

Chairperson: _____

Budget Category* #1: _____

Budget Category* #2: _____

** if membership, list details on back or attach membership form*

1. COUNT COIN PROCEEDS

Pennies		x \$0.01	=
Nickels		x \$0.05	=
Dimes		x \$0.10	=
Quarters		x \$0.25	=
Fifty-Cent		x \$0.50	=
Dollar Coin		x \$1.00	=
Total Coins			

2. COUNT CURRENCY

Ones		x \$1.00	=
Twos		x \$2.00	=
Fives		x \$5.00	=
Tens		x \$10.00	=
Twenties		x \$20.00	=
Fifties		x \$50.00	=
Hundreds		x \$100.00	=
Total Currency			

3. COUNT CHECK PROCEEDS (use back for add'l check list)

Name	Check#	Amount\$
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Name	Check#	Amount\$
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

1. Coin Total \$ _____
 2. Currency Total \$ _____
 3. Checks Total \$ _____
 Grand Total \$ _____

Verification: Signatures of two, unrelated counters (can not be treasurer):

Print Name:
Signature:

Print Name:
Signature:

<u>Treasurer's Use Only</u>	
Amount Received: _____	Date Received: _____
Treasurer's Signature: _____	Date Deposited: _____

Mashburn Elementary School PTO, Inc.

Funds from Membership

	Member Name	Email/Phone	Childs name	Class Code
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

3. COUNT CHECK PROCEEDS (continued)

	Name	Check#	Amount\$
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			

	Name	Check#	Amount\$
36			
37			
38			
39			
40			
41			
42			
43			
44			
45			
46			
47			
48			
49			
50			