

2016-2017
PARMALEE PTA
CASH + PAYMENT RECEIPT VERIFICATION

Please turn in this form with any and all payments to PTA

FUNDRAISER/EVENT: _____

SOURCE OF CASH + PAYMENTS: _____

DATE _____

TOTAL AMOUNT OF CASH: _____	RECOUNT CASH: _____
\$100 ___ \$50 ___ \$20 ___ \$10 ___ \$5 ___ \$1 ___	\$100 ___ \$50 ___ \$20 ___ \$10 ___ \$5 ___ \$1 ___
TOTAL AMOUNT OF COIN: _____	RECOUNT COIN: _____
\$1 ___ \$0.25 ___ \$0.10 ___ \$0.05 ___ \$0.01 ___	\$1 ___ \$0.25 ___ \$0.10 ___ \$0.05 ___ \$0.01 ___
TOTAL AMOUNT OF CHECKS: _____	RECOUNT CHECKS: _____
TOTAL AMOUNT TO BE DEPOSITED: _____	RECOUNT TOTAL: _____

Signature of person turning in money

Signature of 2nd person verifying cash count

TREASURER VERIFICATION:

TOTAL AMOUNT OF CASH: _____	RECOUNT CASH: _____
\$100 ___ \$50 ___ \$20 ___ \$10 ___ \$5 ___ \$1 ___	\$100 ___ \$50 ___ \$20 ___ \$10 ___ \$5 ___ \$1 ___
TOTAL AMOUNT OF COIN: _____	RECOUNT COIN: _____
\$1 ___ \$0.25 ___ \$0.10 ___ \$0.05 ___ \$0.01 ___	\$1 ___ \$0.25 ___ \$0.10 ___ \$0.05 ___ \$0.01 ___
TOTAL AMOUNT OF CHECKS: _____	RECOUNT CHECKS: _____
TOTAL AMOUNT TO BE DEPOSITED: _____	RECOUNT TOTAL: _____

Treasurer Signature

Date

Total amount given to treasurer and total amount deposited in the bank should be the same amount. If there is a difference, explain below:
