



FUNDS RECEIVED COUNTING FORM

Note: Complete all portions of form prior to submittal. All forms must have 2 current PTSA members count to verify all received monies and sign/date at bottom of form.

Event / Activity Generating Funds: _____
 Date of Event / Activity: _____

CASH:

COINS

PENNIES	x \$.01 =	
NICKELS	x \$.05 =	
DIMES	x \$.10 =	
QUARTERS	x \$.25 =	
HALF DOLLARS	x \$.50 =	
DOLLAR	x \$1.00 =	

TOTAL COINS RECEIVED: \$ _____

BILLS

\$ 1 DOLLAR	x \$1.00 =	
\$ 2 DOLLAR	x \$2.00 =	
\$ 5 DOLLAR	x \$5.00 =	
\$ 10 DOLLAR	x \$10.00 =	
\$ 20 DOLLAR	x \$20.00 =	
\$ 50 DOLLAR	x \$50.00 =	
\$ 100 DOLLAR	x \$100.00 =	

TOTAL BILLS RECEIVED: \$ _____

TOTAL CASH RECEIVED: (Coins & Bills Total) \$ _____

CHECKS: (List all checks in groups of amounts and total at bottom; attach separate sheet if needed)

TOTAL CHECKS RECEIVED: \$ _____

TOTAL MONIES RECEIVED (CASH & CHECKS): \$ _____

Counted by: _____ Date: _____

Counted by: _____ Date: _____

Treasurer Verification: _____ Date: _____