



Academics
Activity
Advocacy

Cash Box Count

Use this sheet to track the beginning and ending count of ONE cash box at any PTA event. Please use one form per cash box. Submit to the unit treasurer after the event.

Date: _____ Event: _____

Source of starting cash: _____ (i.e., individual, PTA check)

Source of event revenue: _____ (i.e., raffle, bingo, food, tickets)

BEGINNING CASH COUNT

DENOMINATION	COUNT	AMOUNT
\$100.00	X	\$
\$50.00	X	\$
\$20.00	X	\$
\$10.00	X	\$
\$5.00	X	\$
\$2.00	X	\$
\$1.00	X	\$
\$0.25 (quarter)	X	\$
\$0.10 (dime)	X	\$
\$0.05 (nickel)	X	\$
\$0.01 (penny)	X	\$
Total Cash		\$

ENDING CASH COUNT

DENOMINATION	COUNT	AMOUNT
\$100.00	X	\$
\$50.00	X	\$
\$20.00	X	\$
\$10.00	X	\$
\$5.00	X	\$
\$2.00	X	\$
\$1.00	X	\$
\$0.25 (quarter)	X	\$
\$0.10 (dime)	X	\$
\$0.05 (nickel)	X	\$
\$0.01 (penny)	X	\$
Total Cash		\$

PTA Member 1

Signature: _____ Print Name: _____

PTA Member 2

Signature: _____ Print Name: _____

TREASURER USE ONLY

PTAPVTREASURERS@GMAIL.COM

Received On: _____ Treasurer Signature: _____