# PTA Cash Verification Form

Received from:_____

Date:_____

| | | | |
|---|---|---|---|
| **Coins** | Pennies | .01x _____=_____ | |
| | Nickels | .0 5x _____=_____ | |
| | Dimes | .10 x _____=_____ | |
| | Quarters | .25 x _____=_____ | |
| | Other | _____=_____ | Total=_____ |

| | | | |
|---|---|---|---|
| **Cash** | Ones | 1.00 x _____=_____ | |
| | Fives | 5.00 x _____=_____ | |
| | Tens | 10.00 x _____=_____ | |
| | Twenties | 20.00 x _____=_____ | Total=_____ |

**Checks**

| list check number and amount | list check number and amount |
|---|---|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Total=_____

Verification (requires two signatures):

Signature:_____ Grand total=_____

Signature:_____

.....

Treasurer use only:

Budget Code_____ PTA Program Name_____

Amount sales tax collected:_____