

LWHS PTSA

MONEY TALLY SHEET

Funds collected from PTSA events must be submitted to the Treasurer **DAILY** for deposit. Contact the Treasurer *prior* to the event to arrange a pick up time. Include this form, filled out and signed by 2 unrelated PTSA members, with all collected cash and checks.

DATE:	
EVENT / INCOME LINE ITEMS: <i>(please specify \$ total for each)</i>	

CASH COUNT		
TYPE	QTY	AMOUNT
\$100		\$
\$50		\$
\$20		\$
\$10		\$
\$5		\$
\$2		\$
\$1 Bill		\$
\$1 Coin		\$
Half-Dollar		\$
Quarters		\$
Dimes		\$
Nickels		\$
Pennies		\$
CASH TOTAL		\$

CASH TOTAL: \$ _____

CHECK TOTAL: \$ _____

DEPOSIT TOTAL: \$ _____

Counter #1: _____

Counter #2: _____

Treasurer: _____

Date rcvd by Treasurer: _____

CHECK COUNT			
	NAME	CHECK #	AMOUNT
1			\$
2			\$
3			\$
4			\$
5			\$
6			\$
7			\$
8			\$
9			\$
10			\$
11			\$
12			\$
13			\$
14			\$
15			\$
16			\$
17			\$
18			\$
19			\$
20			\$
CHECK TOTAL			\$