

LATHAM RIDGE PTA Cash Box Record Form

Today's Date: _____

Event Date & Description: _____

Name and Signature of Requestor: _____

Cash Amount Requested: \$ _____

(Amount above confirmed by Treasurer)

(If specific denominations are required please list)

Cash Box(es) Received by (Signature and Date): _____

Cash Box(es) Returned by (Signature and Date): _____

Cash Amount Returned: \$ _____

Cash Amount Returned Breakdown:

\$1 Bill Total: \$ _____

\$5 Bill Total: \$ _____

\$10 Bill Total: \$ _____

\$20 Bill Total: \$ _____

\$50 Bill Total: \$ _____

\$100 Bill Total: \$ _____

Penny Total: \$ _____

Nickel Total: \$ _____

Dime Total: \$ _____

Quarters Total: \$ _____

Currency Total: \$ _____

Coin Total: \$ _____

Check Total: \$ _____

Cash Box Total: \$ _____

CHECKS:

List checks below (If necessary continue list on back of paper):