MEADOW RIDGE PTO CASH & CHECK VERIFICATION FORM

DATE: _____ **ACTIVITY:** _____

PERSONS COMPLETING THIS FORM: _____

COINS

_____	x	$ 0.01	=	_____
_____	x	$ 0.05	=	_____
_____	x	$ 0.10	=	_____
_____	x	$ 0.25	=	_____
_____	x	$ 0.50	=	_____
_____	x	$ 1.00	=	_____

TOTAL COINS: $ _____

CURRENCY

_____	x	$ 1.00	=	_____
_____	x	$ 5.00	=	_____
_____	x	$ 10.00	=	_____
_____	x	$ 20.00	=	_____
_____	x	$ 50.00	=	_____
_____	x	$ 100.00	=	_____

TOTAL CURRENCY: $ _____

GRAND TOTAL: $ _____

Coin + Currency + Checks = Grand Total

CHECKS (Use page 2 if needed)

Check #	Last Name	Dollar Amt
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____
# _____	_____	$ _____

TOTAL CHECKS (from all sheets): $ _____

COUNTER #1 VERIFICATION SIGNATURE*:

_____

COUNTER #2 VERIFICATION SIGNATURE*:

_____

TREASURER'S USE ONLY

Amount Recv'd: $ _____

Difference from Amt Expected: $ _____

Signature: _____

Date: _____

**All monies must be counted and verified by two people; at least one must be a chairperson or officer.*

Questions? Contact the ***Meadow Ridge PTO Treasurer @ mdrpto.treasA@gmail.com***

MEADOW RIDGE PTO CASH VERIFICATION FORM *(continued)*

DATE: _____ **ACTIVITY: _____**

CHECKS CONTINUED

Check #	Last Name	Dollar Amt
#		$
#		$
#		$
#		$
#		$
#		$
#		$
#		$
#		$
#		$
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#		$
#		$
#		$
#		$
#		$
#		$
#		$
#		$

CHECKS CONTINUED

Check #	Last Name	Dollar Amt
#		$
#		$
#		$
#		$
#		$
#		$
#		$
#		$
#		$
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