

JOHN A. FORREST SCHOOL PTA

PTA EVENT INCOME REPORT

Event: _____

Date of Event: _____

Starting Cash in Cash Box \$ _____

Money Received

Cash Received

\$ _____

Enter amounts below (when using spreadsheet, enter only the # of bills/coins):

Bill	# OF BILLS	Amount	Coin	# OF COIN	Amount
\$100.00		\$	\$ 1.00		\$
\$50.00		\$	\$ 0.50		\$
\$20.00		\$	\$ 0.25		\$
\$10.00		\$	\$ 0.10		\$
\$5.00		\$	\$ 0.05		\$
\$1.00		\$	\$ 0.01		\$
	TOTAL BILLS	\$		TOTAL COINS	\$
					-

JOHN A. FORREST SCHOOL PTA

Checks Received

\$ _____

	LAST NAME	CHECK #		AMOUNT
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

TOTAL

\$ _____

Less Starting Cash

\$_(_____)_

TOTAL Amount Received

\$ _____

Submitted by PTA Members:

Print Name: _____

Signature: _____ Date: _____

Print Name: _____

Signature: _____ Date: _____

*****To be completed by PTA Treasurer*****

Starting Dollar Amount in Cash: \$ _____

Amount of Deposit: \$ _____

Date of Deposit: \$ _____

Treasurer's Signature: _____