

# VERIFICATION OF FUNDS

Date: \_\_\_\_\_ Activity: \_\_\_\_\_

Budget line item/Committee: \_\_\_\_\_

Beginning Cash Box Amount: \$ \_\_\_\_\_

## Coins:

_____ pennies	x	\$	0.01	=	_____	
_____ nickles	x	\$	0.05	=	_____	
_____ dimes	x	\$	0.10	=	_____	
_____ quarters	x	\$	0.25	=	_____	Total Coins: \$ _____

## Currency:

_____ ones	x	\$	1.00	=	_____	
_____ fives	x	\$	5.00	=	_____	
_____ tens	x	\$	10.00	=	_____	
_____ twenties	x	\$	20.00	=	_____	
_____ fifties	x	\$	50.00	=	_____	
_____ hundreds	x	\$	100.00	=	_____	Total Currency: \$ _____

Total Cash: \$ \_\_\_\_\_

## Checks:

How many? \_\_\_\_\_ Total Checks: \$ \_\_\_\_\_

**Grand Total:** \$ \_\_\_\_\_

**The undersigned certifies that the funds above were received for PTA activities and properly accounted for and are to be credited to the proper PTA account as noted.**

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

## For Treasurer's Use Only

Amount Received: \$ \_\_\_\_\_

Date Received: \_\_\_\_\_ Date Deposited: \_\_\_\_\_

Credited to what budget items?: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Treasurer: \_\_\_\_\_