



Country Club Elementary PTA Income Report

Currency	#	Total
1's		\$
2's		\$
5's		\$
10's		\$
20's		\$
50's		\$
100's		\$
Total Currency		\$

Coin	#	Total
Penny		\$
Nickel		\$
Dime		\$
Quarter		\$
Dollar		\$
Total Coin		\$

Checks	#	Total
Total Checks		\$

If more than 1 check, add the checks using an adding machine with dispenser tape. Attach the tape to this report.

Grand Total		\$
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Date Submitted: _____

Submitted By: (print) _____

(signature) _____

Amount Verified By: (print) _____

(signature) _____

Event Generated From: _____

Treasurer Authorization: _____

Once completed, please put this form along with funds in an envelope (labeled PTA & event name) and place in the safe. Thank you!