

Yates Mill Elementary PTA Received Funds Form

Date _____

Activity _____

Coin

--

Cash

--

Checks

--

TOTAL
Funds Received

--

When cash is received, the funds must be counted by a minimum of two people

Received by (Signature) _____

Received by (Signature) _____

Please leave form and funds in the main office.

Please notify Treasurer if large sums of money are left at school.

Cash Calculation Worksheet:

Quantity Denomination Amount

	\$100	
	\$50	
	\$20	
	\$10	
	\$5	
	\$2	
	\$1	
TOTAL CASH		

Coin Calculation Worksheet:

Quantity Denomination Amount

	\$1.00	
	\$0.50	
	\$0.25	
	\$0.10	
	\$0.05	
	\$0.01	
TOTAL COIN		