Cash Box Count

Washington State PTA
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This form must be filled out prior to, and following each event. Please use one form per cash box.

☐ Beginning Count

☐ Ending Count

Date: _____

Activity: _____

Person providing starting cash:

_____

Amount of starting cash: $ _____

Denomination	Count	Amount
$1.	X	$
$5.	X	$
$10.	X	$
$20.	X	$
$50.	X	$
$100.	X	$
$.25 (quarters)	X	$
$.10 (dimes)	X	$
$.05 (nickels)	X	$
$.01 (pennies)	X	$
Total Cash		$

Signature PTA Member 1:

_____

Print name:

_____

Signature PTA Member 2:

_____

Print name:

_____

Received by Treasurer (initial/date)

_____

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Signature PTA Member 2:

_____

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Received by Treasurer (initial/date)

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