## **CASH VERIFICATION FORM**

HPE PTO

Budget category   Coins   X   .01   =	_						Activity	Date
X .05 =	_		category	Budget cate				Chairperson
X .10 =				= _	.01	X		Coins
X .25 =				= _	.05	X		
X .50 =				= _	.10	X		
X 1.00 =				= _	.25	X		
Currency				= _	.50	X		
Currency       X       \$1.00       =         X       \$5.00       =         X       \$10.00       =         X       \$20.00       =         X       \$50.00       =         X       \$100.00       =				= _	1.00	X		
X \$5.00 =		Total 1 \$	Total					
X \$10.00 =				= _	\$1.00	X		Currency
X \$20.00 = X \$50.00 = X \$100.00 =				= _	\$5.00	X		
X \$50.00 = X \$100.00 =				= _	\$10.00	X		
X \$100.00 =				=	\$20.00	X		
				= _	\$50.00	X		
T . 12 . 0				= _	\$100.00	X		
10tal 2 \$		Total 2 \$	Total					
Checks How many? (Attach itemized list)  Total 3 \$	_	Total 3 \$	Total		ed list)	(Attach itemiz	How many?	Checks
Cash Box Reimbursement (change/petty cash)  Total 4 \$	_	Total 4 \$	Total			ty cash)	nbursement (change/p	Cash Box Rein
Grand Total (Total 1 + Total 2 + Total 3 - Total 4) \$	_	14) \$	otal 2 + Total 3 - Total 4)	otal 1 + Total	nd Total (To	Gra		
For Membership Dues Collection Only			n Only	Collection (	ership Dues	For Mem		
# members @ \$ + donations \$ petty cash \$ = \$		= \$	•		•		s@\$ (due	# member
Please note: This total should equal the above Grand Total.	_	ΨΨ						TT 11.0.11.0
Verification: (signature of the two counters) The undersigned certify these funds were received and properly accounted for.		perly accounted for.	ds were received and properly a	fy these funds w	dersigned certi	unters) The un	signature of the two c	Verification: (
SignatureSignature				re	Signatu			Signature
For Tracqueou's Lice Only				- Uao Only	Two as unow?	For		
For Treasurer's Use Only				· · · · · · · · · · · · · · · · · · ·				
Amount received:Date received:Date deposited:								
Treasurer's SignatureDate		Date	Date_				nature	Treasurer's Sign