

Green Gables PTA Cash Box Starting Inventory Request

Date: _____

Additional Items Needed:

Committee: _____

_____ Cash Box
_____ Bank Money Bag

Event Date: _____

_____ Receipt Book
_____ Calculator

Requested by: _____

_____ Coin Rolls

Amount Issued: _____

	<u>Qty.</u>	<u>Amount</u>
\$20's	_____	\$ _____
\$10's	_____	\$ _____
\$5's	_____	\$ _____
\$1's	_____	\$ _____
Quarters	_____	\$ _____
Dimes	_____	\$ _____
Nickels	_____	\$ _____
Pennies	_____	\$ _____
Total		\$ _____

Received by: _____

Treasurer: _____

Amount verified:

_____ Yes _____ No

Verified by two people:

_____ Yes _____ No

Initials of verifiers:

Please give the Treasurer 72 hours
Advance notification