

**Echo Lake Elementary PTA # 6.12.20
Money Receipt/ Tally Sheet**

Date: _____

Program/Project: _____

	Quantity	Amount
Checks	_____	\$ _____
\$100s	_____	\$ _____
\$50s	_____	\$ _____
\$20s	_____	\$ _____
\$10s	_____	\$ _____
\$5s	_____	\$ _____
\$1s	_____	\$ _____
Dollar coins	_____	\$ _____
Quarters	_____	\$ _____
Dimes	_____	\$ _____
Nickels	_____	\$ _____
Pennies	_____	\$ _____
Other	_____	\$ _____
Other	_____	\$ _____
Total		\$ _____

Counted By: _____

Always have two people count the money

Date Received by Treasurer: _____

Treasurer's Signature of Receipt _____

Amount Verified: Yes No
 Verified By Two People: Yes No
 Initials Of Verifiers: _____

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