

J.B. Nelson PTO Counter's Sheet

Date: _____ Time: _____

Name of Event: _____

Sub-committee or Location of box: _____
 (for larger events) ie. Raffle, bake sale, front hall, kids crafts

FUNDS COUNTED:

| CURRENCY | # OF BILLS | TOTAL \$XXXX .00 |
|-----------------------------------|------------------------|---------------------|
| \$100's | | |
| 50's | | |
| 20's | | |
| 10's | | |
| 5's | | |
| 1's | | |
| COIN | ***** | |
| CHECKS | ***** | |
| # OF CHECKS: * | | |
| *ATTACH ADDING MACHINE TAPE | | |
| | GRAND TOTAL | |

Cashier's signature
 (if cash was pulled from box during large event)

Treasurer's signature

Counter #1 signature

Counter #2 signature
 (required if Grand Total over \$500)

J.B. Nelson PTO Counter's Sheet

Date: _____ Time: _____

Name of Event: _____

Sub-committee or Location of box: _____
 (for larger events) ie. Raffle, bake sale, front hall, kids crafts

FUNDS COUNTED:

| CURRENCY | # OF BILLS | TOTAL \$XXXX .00 |
|-----------------------------------|------------------------|---------------------|
| \$100's | | |
| 50's | | |
| 20's | | |
| 10's | | |
| 5's | | |
| 1's | | |
| COIN | ***** | |
| CHECKS | ***** | |
| # OF CHECKS: * | | |
| *ATTACH ADDING MACHINE TAPE | | |
| | GRAND TOTAL | |

Cashier's signature
 (if cash was pulled from box during large event)

Treasurer's signature

Counter #1 signature

Counter #2 signature
 (required if Grand Total over \$500)