

Dayton Oaks Elementary School PTA

4691 Ten Oaks Road, Dayton, MD 21036
410-313-1571



Website: <https://daytonoakspta.org/>
Email: treasurer@daytonoakspta.org

CASH VERIFICATION FORM

Note: Cash collected at an event must be counted by two unrelated persons at the event site immediately following the event. The PTA Treasurer cannot be one of these persons as the Treasurer must verify receipt of the funds.

Received From: _____ Event: _____

Date: _____

COINS

	Qty		=	Extended
pennies	X .01		=	
nickels	X .05		=	
dimes	X .10		=	
quarters	X .25		=	
other			=	
Total				-

CURRENCY

	Qty		=	Extended
ones		\$1.00	=	
fives		\$5.00	=	
tens		\$10.00	=	
twenties		\$20.00	=	
other			=	
Total				-

Checks (indiv)

check #	amount	
Total		-

Grouped checks

Qty	Ch Amt	=	Extended
		=	
		=	
		=	
		=	
		=	
Total			-

VERIFICATION

Grand Total	-
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Signature _____

Date _____

Second Signature (If Cash) _____

Date _____

Treasurer _____

Date _____