

Huntersville Elementary School PTA

updated 9/21

Cash Count Sheet

Date Counted: _____ Committee Name: _____

Event: _____ Start Up Cash: Request Pay Back

Cash	Quantity	Total
\$1s		\$
\$2s		\$
\$5s		\$
\$10s		\$
\$20s		\$
\$50s		\$
\$100s		\$
Total Cash:		\$

Coins	Quantity	Total
Pennies		\$.
Nickels		\$.
Dimes		\$.
Quarters		\$.
Half Dollars		\$.
Dollars		\$.
		\$.
Total Coin:		\$.
Total Cash & Coin:		\$.

Checks (Please sort and record checks by amount.)

1	\$.	\$.	\$.	\$.	\$.	\$.	\$.
2	\$.	\$.	\$.	\$.	\$.	\$.	\$.
3	\$.	\$.	\$.	\$.	\$.	\$.	\$.
4	\$.	\$.	\$.	\$.	\$.	\$.	\$.
5	\$.	\$.	\$.	\$.	\$.	\$.	\$.
6	\$.	\$.	\$.	\$.	\$.	\$.	\$.
7	\$.	\$.	\$.	\$.	\$.	\$.	\$.
8	\$.	\$.	\$.	\$.	\$.	\$.	\$.
9	\$.	\$.	\$.	\$.	\$.	\$.	\$.
10	\$.	\$.	\$.	\$.	\$.	\$.	\$.
11	\$.	\$.	\$.	\$.	\$.	\$.	\$.
12	\$.	\$.	\$.	\$.	\$.	\$.	\$.
13	\$.	\$.	\$.	\$.	\$.	\$.	\$.
14	\$.	\$.	\$.	\$.	\$.	\$.	\$.
15	\$.	\$.	\$.	\$.	\$.	\$.	\$.
16	\$.	\$.	\$.	\$.	\$.	\$.	\$.
	\$.	\$.	\$.	\$.	\$.	\$.	\$.

Total Checks: \$.

Total Cash, Coins and Checks: \$.

*Direct Deposit into Bank Account from:	\$.
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*See the bank statement for the date above

Counted by:

Print Name: _____ Signature: _____

Print Name: _____ Signature: _____

Treasurer: _____ Signature: _____