Budget Line Item (Treasurer to fill in):

**Money Receipt / Tally Sheet**

Spiritridge PTSA

Committee Name or Budget Line Item:

Activity Date:

Chair:

Tally

|  |  |  |
| --- | --- | --- |
| **Flavor** | **Quantity** | **Amount** |
| Checks |  |  |
|  $100 bill |  |  |
|  $50 bill |  |  |
|  $20 bill |  |  |
|  $10 bill |  |  |
|  $5 bill |  |  |
|  $2 bill |  |  |
|  $1 bill |  |  |
|  $1 coin |  |  |
|  $0.50 coin |  |  |
| Quarters |  |  |
| Dimes |  |  |
| Nickels |  |  |
| Pennies |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total |  | $ 0.00 |

Counted by: Date:

 Date:

Always have two people count the money.

Date received by the Treasurer:

Treasurer’s signature: