

Budget Line Item (Treasurer to fill in): _____

Cash Box Starting Inventory Sheet

Spiritridge PTSA

Committee Name or Budget Line Item: _____

Activity Date: _____ Chair: _____

Amount Issued: \$ _____ Check No.: _____

Flavor	Quantity	Amount
\$100 bill		
\$50 bill		
\$20 bill		
\$10 bill		
\$5 bill		
\$1 bill		
Quarters		
Dimes		
Nickels		
Pennies		
Total		

Additional Items:

- Cash Box
- Bank Money Bag
- Receipt Book
- Calculator

Counted by: _____ Date: _____

_____ Date: _____

Always have two people count the money.

Treasurer's signature: _____