

CATONSVILLE HIGH SCHOOL PTSA CASH VERIFICATION FORM



Received from:			Date:	
Phone#:		E-mail:		
PTA Committee(s):				
Event or Activity:				

Budget Line Items Enter budget categories & amount to be allocated to each line item (dues, donations, sales, etc.):	1		Amount:	
	2		Amount:	
	3		Amount:	
	4		Amount:	
				TOTAL

CASH

Coins	Pennies .01 x		= \$		Quarters .25 x		= \$	
	Nickels .05 x		= \$		Other		= \$	
	Dimes .10 x		= \$					

A. Total Coins	\$
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Cash	Ones 1. x		= \$		Twenties 20. x		= \$	
	Fives 5. x		= \$		Fifties 50. x		= \$	
	Tens 10. x		= \$		Other		= \$	

B. Total Cash	\$
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CHECKS

Check#	Name	Amt.	Check#	Name	Amt.
1			15		
2			16		
3			17		
4			18		
5			19		
6			20		
7			21		
8			22		
9			23		
10			24		
11			25		
12			26		
13			27		
14			28		

Complete and forward to Treasurer or Treasurer Designee with all monies received promptly upon receipt. Arrange for pick-up or delivery by contacting the treasurer or designee at 410-404-3985 or catonsvillehsptsa+treasurer@gmail.com

C. Total Checks	\$
THIS SHEET Total (A+B+C)	\$
Total Deposit ALL SHEETS	\$

# of additional sheets	
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Verification (Requires Two Signatures):

Signature	Signature
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Event Chair or Designee counted & verified Treasurer or Treasurer Designee re-counted & re-verified

Treasurer use only:

PTA Program(s)/Budget Category:	Sales Tax collected:	\$
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Budget Item:		\$	
Budget Item:		\$	
Budget Item:		\$	
Budget Item:		\$	

9/6/2022	Total	= \$
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