

PTA Funds Reporting - Liberty High PTSA

This form must be filled out prior to, and following each event. Please use one form per event and per cashbox.

Date:

Activity:

CASH COUNT

Cash Amount

Person providing starting cash:	
Amount of starting cash:	
Amount of ending cash:	
Net Cash Sales (Ending-Starting):	

ELECTRONIC FUNDS

Items Sold

Amount Sold

Total Electronic Sales:	

Direct Deposit Date & Amount (if applicable)

Opening Signature Ending Initials

Signature PTA Member 1:

Signature PTA Member 2:

Signature Treasurer:

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Received Date

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