

Windom Elementary PTO – Money Received Form



Please complete the following as a summary of funds received:

Date Submitted to Treasurer: _____

Submitted By: _____ Phone No.: _____

(If applies) Classroom No.: _____ Grade: _____

Event or Budget Category: _____

Total Collected: \$ _____ =(Total Cash: \$ _____ + Total Checks \$ _____)

PLEASE COMPLETE THE FOLLOWING INFORMATION FOR YOUR DEPOSIT:

Cash:		Checks:	
\$100 x _____ = _____	# _____	Name _____	Amount \$ _____
\$50 x _____ = _____	# _____	Name _____	Amount \$ _____
\$20 x _____ = _____	# _____	Name _____	Amount \$ _____
\$10 x _____ = _____	# _____	Name _____	Amount \$ _____
\$5 x _____ = _____	# _____	Name _____	Amount \$ _____
\$1 x _____ = _____	# _____	Name _____	Amount \$ _____
.50 x _____ = _____	# _____	Name _____	Amount \$ _____
.25 x _____ = _____	# _____	Name _____	Amount \$ _____
.10 x _____ = _____	# _____	Name _____	Amount \$ _____
.05 x _____ = _____	# _____	Name _____	Amount \$ _____
.01 x _____ = _____	# _____	Name _____	Amount \$ _____
	# _____	Name _____	Amount \$ _____
	# _____	Name _____	Amount \$ _____
	# _____	Name _____	Amount \$ _____
	# _____	Name _____	Amount \$ _____

For Treasurer Use Only:

Total check Amount from all pages Total Check Amount: \$ _____

Total Cash Amount: \$ _____

Total Amount Collected: \$ _____ **Dated Deposited:** _____

Entered into Finance Manager: Yes ☐ **Checkbook register:** Yes ☐

Approved (signature) _____ **Date:** _____

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Checks continued

# _____	Name _____	Amount \$ _____
# _____	Name _____	Amount \$ _____
# _____	Name _____	Amount \$ _____
# _____	Name _____	Amount \$ _____
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Checks continued

# _____	Name _____	Amount \$ _____
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