

AVPTO Money Event Form

Event: _____

Date: _____

Total cash given to chair at start of Event: \$ _____

Assistant Treasurer Initials: _____ Date: _____

(Withdrawal receipt must be included with this form for record-keeping purposes.)

Event Chair:

Counts at end of Event:

Change	_____
\$1 bills	_____
\$2 bills	_____
\$5 bills	_____
\$10 bills	_____
\$20 bills	_____
\$50 bills	_____
Checks*	_____

*Please list the check no., name on check, and amount on the form on the back of this form. Please use additional forms as needed.

Total Amount turned in at end of Event: \$ _____

Signature of Counters

Counter 1:

Executive Board Member:

DEPOSIT

Assistant Treasurer or Treasurer should verify count and initial here before making deposit:

This form along with the initial withdrawal slip and deposit slip should be given to the Treasurer for recording keeping files.

