

**Cash Counting Sheet for Events**

**Name of Local PTA:** \_\_\_\_\_  
**Event Name:** \_\_\_\_\_  
**Event Date:** \_\_\_\_\_

**Initial Count**

	Quantity	Total Cash
100's		
50's		
20's		
10's		
5's		
1's		
Quarters		
Dimes		
Nickels		
Pennies		

**Total Cash** \_\_\_\_\_

**Less Float Cash** \_\_\_\_\_ (This is the cash needed to begin the next day's event - only to be used for multiple day events)

**New Total** \_\_\_\_\_

Drop **New Total amount** in Deposit Bag using the largest bills/coins possible.  
 Continue to next section.  
 Re-count **Float Cash** and add total below.

	Quantity	Total Cash
50's		
20's		
10's		
5's		
1's		
Quarters		
Dimes		
Nickels		
Pennies		

**Total Float Cash** \_\_\_\_\_ \*

\* If this amount does not equal your Float Total from the first count, get a new sheet and start over.

Signature of Treasurer \_\_\_\_\_ Date \_\_\_\_\_

Signature of Witness \_\_\_\_\_ Date \_\_\_\_\_