

**FRIENDS OF SAUGANASH ELEMENTARY SCHOOL
SAUGANASH PTO**

CASH REQUEST FOR CASH BOX

DATE:	AMOUNT:	<i>TREASURER'S USE ONLY</i>	
EVENT:		<i>Attach this form to Deposit Voucher Form and Bank Deposit Slip</i>	
REQUESTED BY:			
CASH RECEIVED (for Cash Box)		CASH RECEIVED (for deposit)	
Currency		Currency	
\$100 x	= \$	\$100 x	= \$
\$50 x	= \$	\$50 x	= \$
\$20 x	= \$	\$20 x	= \$
\$10 x	= \$	\$10 x	= \$
\$5 x	= \$	\$5 x	= \$
\$1 x	= \$	\$1 x	= \$
Currency Total \$		Currency Total \$	
Coin (breakdown only if required)		Coin (breakdown only if required)	
\$1.00	\$	\$1.00	\$
\$0.50	\$	\$0.50	\$
\$0.25	\$	\$0.25	\$
\$0.10	\$	\$0.10	\$
\$0.05	\$	\$0.05	\$
\$0.01	\$	\$0.01	\$
Coin Total \$		Coin Total \$	
CASH TOTAL: \$		CASH TOTAL: \$	
COUNTED BY: (2 signatures required)		COUNTED BY: (2 signatures required)	
X	DATE:	X	DATE:
X	DATE:	X	DATE: