

Wyandot Elementary PTO Cash Counting Worksheet

AT LEAST 2 PEOPLE SHOULD BE PRESENT WHEN COUNTING ALL MONEY

Count and include all money together below including amount originally given to you in the cash box.

Event: _____ Event Date: _____

Coins

Type of Coin	Number of Specific Type of Coin	Value of Each Coin	Total Dollar Amount of All of that Type of Coin
Pennies	_____	@\$0.01	= \$ _____
Nickels	_____	@\$0.05	= \$ _____
Dimes	_____	@\$0.10	= \$ _____
Quarters	_____	@\$0.25	= \$ _____
50 Cent Piece	_____	@\$0.50	= \$ _____
Dollar Coin	_____	@\$1.00	= \$ _____
Total Amount of All Coins			\$ _____

How much money in total was originally in cash box before event started?	\$ _____
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Paper Currency

Type of Coin	Number of Specific Type of Coin	Value of Each Coin	Total Dollar Amount of All of that Type of Coin
Ones	_____	@\$1.00	= \$ _____
Twos	_____	@\$2.00	= \$ _____
Fives	_____	@\$5.00	= \$ _____
Tens	_____	@\$10.00	= \$ _____
Twenties	_____	@\$20.00	= \$ _____
Fifties	_____	@\$50.00	= \$ _____
Hundreds	_____	@\$100.00	= \$ _____
Total Amount of All Paper Currency			\$ _____

Total CASH (Coins + Paper Currency)	\$ _____
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How many checks? _____

Total Checks	\$ _____
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Total Deposit (Coins + Paper Currency + Checks)	\$ _____
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Counter Person #1 _____ Signature _____ Date _____
Print Name

Counter Person #2 _____ Signature _____ Date _____
Print Name

Counter Person #3 _____ Signature _____ Date _____
Print Name