

## McCormick Elementary PTO Petty Cash Box Request

Committee: \_\_\_\_\_ Date Submitted: \_\_\_\_\_  
 Chairperson: \_\_\_\_\_ Chairperson Phone #: \_\_\_\_\_

<u>Coin</u>		<u>Total</u>
\$0.01	x	\$
\$0.05	x	\$
\$0.10	x	\$
\$0.25	x	\$
\$0.50	x	\$
\$1.00	x	\$
<u>Currency</u>		<u>Total</u>
\$1.00	x	\$
\$5.00	x	\$
\$10.00	x	\$
\$20.00	x	\$
\$50.00	x	\$
\$100.00	x	\$

Total Coins:..... \$ \_\_\_\_\_  
 Total Currency:..... \$ \_\_\_\_\_  
 Grand Total:..... \$ \_\_\_\_\_

Notes:

**Treasurer's Use Only:**

Total Distributed: \$ \_\_\_\_\_

Date Distributed: \_\_\_\_\_