

# Teachers Cash Receipts Summary

School \_\_\_\_\_ Date \_\_\_\_\_

Activity \_\_\_\_\_

Name of Club or Organization (If Applicable) \_\_\_\_\_

	Student's Name	Cash	Check	Amount Collected
1.				\$
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				

Total Checks                    \$ \_\_\_\_\_  
 Total Cash                        \$ \_\_\_\_\_  
 Total Collected                \$ \_\_\_\_\_

I hereby certify that this is an accurate and complete record of all transactions for the activity noted above.

\_\_\_\_\_  
Teacher's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office Personnel Signature

\_\_\_\_\_  
Receipt #