

# Pleasant Ridge PTA Cash Box Request

Today's Date: \_\_\_\_\_  
 Committee: \_\_\_\_\_  
 Submitted by: \_\_\_\_\_

Date Needed: \_\_\_\_\_  
 Event: \_\_\_\_\_  
 Boxes Needed: \_\_\_\_\_

Each cash box will contain \$50 as follows:  
 Please note any necesasry changes in denominations, total must be \$50.

		Changes
5's	_____	\$15.00
1's	_____	\$25.00
quarters	_____	\$10.00
Cash Total:	_____	\$50.00
		_____
		_____
		_____

Budget Category: Cash Box Amount: \_\_\_\_\_

*Treasurer Use:*      *Date Paid* \_\_\_\_\_      *Check #* \_\_\_\_\_      *Entered* \_\_\_\_\_

***\*Please submit to Treasurer at least two days before event\****