

Saint Andrew School Home and School Association

Cash Verification Form

(please print)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone #: \_\_\_\_\_ email: \_\_\_\_\_

**Money Collected/ Money Dispensed:**

Event: \_\_\_\_\_

**Money Collected:**

Total Collected in Checks	\$
Total Collected in Cash	\$
Total Collected in Coins	\$
<b>Grand Total Collected</b>	\$

**Money Dispensed:**

Total Dispensed in Cash	\$
Total Dispensed in Coins	\$
<b>Grand Total Dispensed</b>	\$

Signature of Money Going To: \_\_\_\_\_

Signature of Money Coming From: \_\_\_\_\_

**Guidelines:**

- Remove all staples from checks or cash.
- Place all checks, cash, and coins in an envelope along with this completed form.
- Alert Treasurer via email for pick-up at Saint Andrew School Office or submit in person.

If you have any questions, please contact Home and School Treasurer:

Melissa Myers, [melissadietromyers@gmail.com](mailto:melissadietromyers@gmail.com) or 610.662.9903

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To be completed by Treasurer:

Deposit or Withdrawal Date: \_\_\_\_\_ \$ Amount: \_\_\_\_\_ Signature: \_\_\_\_\_