



Petty Cash Check Out Form

Name of School: _____

Name of Fundraising Committee: _____

Event and date of check out: _____

Name of Committee Member checking out petty cash: _____

Signature of Committee Member checking out petty cash: _____

Starting Cash		Ending Cash	
#	Total \$	#	Total \$
\$100 _____	\$ _____	\$100 _____	\$ _____
\$50 _____	\$ _____	\$50 _____	\$ _____
\$20 _____	\$ _____	\$20 _____	\$ _____
\$10 _____	\$ _____	\$10 _____	\$ _____
\$5 _____	\$ _____	\$5 _____	\$ _____
\$1 _____	\$ _____	\$1 _____	\$ _____

Starting Cash Total \$ _____

Ending Cash Total \$ _____

Name of Committee Member returning petty cash: _____

Signature of Committee Member returning petty cash: _____