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J Y Joyner Elementary School Funds Received Form

**Instructions:**

1. Please print and complete every part of this form *except For* ***PTA-use*** section.
2. Please put monies in a secured envelope.
3. Leave the completed form and monies in the PTA drop box located in the J Y Joyner PTA office.

The undersigned certifies that the funds shown below were received for JYJ PTA activities and properly accounted for in accordance with the JYJ PTA policies, and are to be credited to the appropriate PTA account as noted.

## Fundraising Activity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Counter:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Counter/Witness \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Funds Forwarded to Budget Chair/Assistant Treasurer on \_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Funds Received | |
| **Coins** | **$** |
| **Currency** | **$** |
| **Checks** | **$** |
| **Total Funds Received** | **$** |

**Budget Chair/Assistant Treasurer Contact: Kristin Findley 206-913-3993**

**Treasurer: Clair Marshall 919-720-4236**

# PTA Treasurer Use Only

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Amount Received** | **Date** | **Budget Item** | **Comments** | Treasure’s Signature |
|  |  |  |  |  |