

# Fundraiser Start-Up Cash



Today's Date: \_\_\_\_\_  
 Person Requesting: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Name of Event: \_\_\_\_\_  
 Date of Event: \_\_\_\_\_  
 Date Cash Needed: \_\_\_\_\_

This form is used to request start-up cash for an approved PTC event.

Please request funds at least three (3) business days before the first day of your event.

Place original form in the PTC Treasurer folder.

Notify the Treasurer there is a request.

Please deliver start-up cash as follows (check one).

- Place in front office safe.
- Schedule a pick up date/time: \_\_\_\_\_

For questions, please email the PTC Treasurer at [camheightstreasurer@gmail.com](mailto:camheightstreasurer@gmail.com).

Bundle/Roll*	Quantity (A)	Amount (B)	Total Amount (A) x (B)
Quarters (\$10.00)	_____ Rolls	\$10.00	\$
Dimes (\$5.00)	_____ Rolls	\$5.00	\$
Nickels (\$2.00)	_____ Rolls	\$2.00	\$
Pennies (\$0.50)	_____ Rolls	\$0.50	\$
Twenties (\$500)	_____ Bundle	\$500.00	\$
Tens (\$250)	_____ Bundle	\$250.00	\$
Fives (\$100)	_____ Bundle	\$100.00	\$
Ones (\$25)	_____ Bundle	\$25.00	\$
<b>Total Amount</b>			<b>\$</b>

\*Amount in parentheses is how much are in a roll or in a bundle. For example, if you need \$20 in quarters, you would order 2 rolls.

## PTC USE ONLY:

Approval Date: \_\_\_\_\_ Cash Prepared By: \_\_\_\_\_  
 Check Approved By: \_\_\_\_\_ Cash Prepared Date: \_\_\_\_\_  
 Check Date: \_\_\_\_\_ Cash Received By: \_\_\_\_\_  
 Check Number: \_\_\_\_\_ Cash Received Date: \_\_\_\_\_  
 Check Amount: \_\_\_\_\_ Cash Amount: \_\_\_\_\_