TEACHER COLLECTION LOG

RED RIVER PARISH PUBLIC SCHOOLS

TEACHER:	DATE:	
ACCOUNT:	ACTIVITY:	
NAME / CHECK #	CHECK	CASH
TOTAL CASH AND CHECKS		
GRAND TOTAL	$	

SUBMITTED BY:	DATE:
RECEIVED BY:	DATE:

All Checks and Money Orders collected should be made payable to the school.

Each Student that money is collected from should be listed individually on this form with the amount he/she gave you.

Coins	
1.00	
.50	
.25	
.10	
.05	
.01	
Total Coins	
Cash	
1.00	
2.00	
5.00	
10.00	
20.00	
50.00	
100.00	
Total Cash	

Checks		Receipt #	Name	Amount

Depositor _____ Bookkeeper _____