Marathon ISD
Activity Report - Cash Reconciliation/Disbursement

Date of Event: _____

Type of Event: _____

(Example: concession stand, dance, t-shirt sales)

Department/Organization: _____

(Jr. Class, Campus Activity Funds, Athletics)

Amount of Start Up Cash: _____

At the end of the event, please count and record all funds in the cash box.

Coins/Amount	$	$	$	$	$	$	$
	Pennies	**Nickles**	**Dimes**	**Quarters**	**Half Dollars**	**Dollars**	**Total**

Dollars/Amount	$	$	$	$	$	$	$
	Ones	**Fives**	**Tens**	**Twentys**	**Fiftys**	**Hundreds**	**Total**

Checks	**Name**	**Amount**	
			Total

Signature of Counter No. 1		**Combined Total**	
Signature of Counter No. 2		**Balance/Deposit Amount**	

Deposit Prepared By: _____