

NTFAA 2017-2018 Cash Receipt Form

Instructions:

1. Complete this form.
2. Submit form and cash receipts to NTFAA Assistant Treasurer within 15 days of collection (drop off at Assistant Treasurer's home or bring to board meeting)
3. Ensure two signatures for cash receipts - verifying cash amount

Income Detail:

- CHECKS:

Number of checks: Subtotal of Checks: \$

- CASH:

Currency \$
Coin \$ _____
Subtotal of Cash \$

TOTAL CHECKS & CASH: \$

Submitted By:

Date submitted:

Phone:

Email:

Committee Name:

Event:

Signature 1:

Signature 2:

**Deliver to Brenda Werth, NTFAA Assistant Treasurer
1429 Gregory Avenue, Wilmette IL 60091
(847) 644-3648 Cell
werthfive@comcast.net**

Treasurer use only:			
Received by _____	Date: _____	Date Deposited _____	Amount: \$ _____ Income
Category _____			