

**Avoyelles Parish School Board  
Cash Receipts Record**

Exhibit #5

Name of Faculty Member \_\_\_\_\_

Date Collected \_\_\_\_\_ Total Collected \_\_\_\_\_ Receipt # \_\_\_\_\_

If applicable, name of the Fund Raiser Project \_\_\_\_\_

All monies collected from faculty members for classes, clubs, athletics and other purposes are required to complete and submit this form to the school secretary. The secretary is required to issue you a receipt and deposit these monies in the funds designated below. If the amounts counted by the secretary differ from the amounts listed on the sheet, you will be notified immediately.

	Source where the money came (List the name of the person, company, or activity)	Name of fund where the receipt is credited	Amount Collected		
			Cash	Check	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
Total Amount Collected in Cash and Checks					

Teacher Signature \_\_\_\_\_