

# PETTY CASH REQUEST VALLEY VIEW BOOSTER CLUB

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Please submit this form no later than one week before your event! You may turn in the form to the school office to be placed in the Booster Club mailbox (attn: Treasurer).

Requested by: \_\_\_\_\_ Date: \_\_\_\_\_

Committee Chair Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Committee: \_\_\_\_\_

Event Date: \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_ **(Total)**

Please provide instructions on the amount required per cash box:

Box #1 \_\_\_\_\_ Box #2 \_\_\_\_\_

Pennies _____ Roll(s) at 50 cents each	Pennies _____ Roll(s) at 50 cents each
Nickels _____ Roll(s) at \$2.00 each	Nickels _____ Roll(s) at \$2.00 each
Dimes _____ Roll(s) at \$5.00 each	Dimes _____ Roll(s) at \$5.00 each
Quarters _____ Roll(s) at \$10.00 each	Quarters _____ Roll(s) at \$10.00 each
\$1 Dollar Bills _____	\$1 Dollar Bills _____
\$5 Dollar Bills _____	\$5 Dollar Bills _____
\$10 Dollar Bills _____	\$10 Dollar Bills _____
\$20 Dollar Bills _____	\$20 Dollar Bills _____

Box #3 \_\_\_\_\_ Box #4 \_\_\_\_\_

Pennies _____ Roll(s) at 50 cents each	Pennies _____ Roll(s) at 50 cents each
Nickels _____ Roll(s) at \$2.00 each	Nickels _____ Roll(s) at \$2.00 each
Dimes _____ Roll(s) at \$5.00 each	Dimes _____ Roll(s) at \$5.00 each
Quarters _____ Roll(s) at \$10.00 each	Quarters _____ Roll(s) at \$10.00 each
\$1 Dollar Bills _____	\$1 Dollar Bills _____
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\$10 Dollar Bills _____	\$10 Dollar Bills _____
\$20 Dollar Bills _____	\$20 Dollar Bills _____