



CASH HANDLING PROCEDURE

GRAYHAWK ELEMENTARY SCHOOL PTO

As outlined in the attached Cash Handling Procedure each director, principal, officer, member of a committee with governing board powers, and members that handle cash shall annually sign a statement which affirms such person:

1. Has received a copy of the Cash Handling Procedure,
2. Has read and understand the policy, and
3. Has agreed to comply with the policy.

By signing this form, you are indicating your acknowledgement and agreement of the policy and commit to make all governing decisions of the organization by following the working and intent of the policy as deemed appropriate by the governing board.

Name	Role	Signature	Date
	President		
	Vice President		
	Secretary		
	Treasurer		
	Room Parent Treasurer		
	VP Communications		
	Dad's Club		
	VP Events		
	VP Room Parent		
	UPC Rep		
	Principal		
	Teacher Rep		