

# PES PTO Income/Expense Tracking

Event Name: \_\_\_\_\_

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

Today's Date: \_\_\_\_\_

## **INCOME:**

(List date deposit submitted to treasurer & amount received)

_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
Total Income (Receipts):	<u>\$</u>

## **EXPENSES:**

(List vendor, description & amount)

_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
Total Expenses:	<u>\$</u>

**Net Income/Loss for Event/Program** \_\_\_\_\_