

POMPERAUG HIGH SCHOOL PTO

Deposit Form

Chairperson's Name: _____

Event Name: _____

Today's Date: _____

AMOUNT OF DEPOSIT:

A. TOTAL CHECKS

(stamped "for deposit only" & in order by amount) \$ _____
 Number of checks _____

B. CASH BY DENOMINATION

Denominations		Quantity		Value
Singles (\$1.00)	x		=	\$
Fives (\$5.00)	x		=	\$
Tens (\$10.00)	x		=	\$
Twenties (\$20.00)	x		=	\$
Other \$	x		=	\$
Other \$	x		=	\$
Coin		xxxxxxxxxxx		\$

Subtotal, Cash \$ _____

C. GRAND TOTAL DEPOSIT (A+B = C) \$ _____

SIGNATURES: (By signing, I verify that deposit amount has been checked)

Signature One (required) _____

Print Name _____

Signature Two (required) _____

Print Name _____

Treasurer _____

Print Name _____

POLICY:

Sealed envelope with this deposit form and check/cash should be given to Jen Nikolich (jjnikolich@aol.com).

If checks in the envelope are not "endorsed" or if any items are missing, the Treasurer will return the envelope to the Committee Chairperson for completion.

For Office Use Only: Date received by Treasurer: _____ Date deposited by Treasurer _____