

Pinchbeck Elementary PTA Receipt for Deposit

Date: _____ **Total Cash Amount:** \$ _____
Total Checks: + \$ _____
Grand Total Deposit = \$ _____

Name of Fundraiser or Income Category: _____

Explanation of Deposit:

Names of persons verifying the deposit:

(1) (Print) _____ **Phone#** _____

(Signature) _____

(2) (Print) _____ **Phone#** _____

(Signature) _____

Note: Money should never be taken home with anyone before being verified by at least two people (one should always be the fundraiser chairperson). Verification should take place immediately. Both people need to print and sign their names and include their phone numbers. Please deliver the money with this form to the Treasurer as soon as the verification is complete. The Treasurer will also verify the deposit before taking it to the bank.

Treasurer verification:

Advertising \$ _____

Donations \$ _____

Membership \$ _____

Shout Outs \$ _____

Spirit Wear \$ _____

Student Directory \$ _____

Yearbook \$ _____

Total Deposit: \$ _____