Discovery Elementary School PTO
Deposit Notice

Name(s)_____

Date Submitted_____ Phone Number_____

Project/Category_____

Total Amount _____

Specific Description of Source (i.e. Spirit Wear, Book Fair, etc.)

_____

Complete the following information for your deposit:

CASH	QTY	TOTAL	Initials
$50			
$20			
$10			
$5			
$1			
Quarters			
Dimes			
Nickels			
Pennies			
TOTAL			

CHECK #	CHECK AMT
TOTAL	

Approved by
Treasurer_____Date_____

If needed list additional checks on back. **Cash totals must be verified and initialed by TWO people**

_____

For Treasurer's Use Only

Category_____ Deposit Date_____
Logged_____