

**Strongsville High School PTA
Deposit Request Form**

Rules for Receipt and Deposit of PTA Funds:

1. Each day money is collected, it must be counted before leaving the school.
2. The committee chairperson and one other person (not the Treasurer) must count the money and sign below.
3. The money should be immediately turned over the Treasurer for deposit.
4. Contact the Treasurer before the event date to make arrangements.

Name: _____ Date: _____

Committee: _____

Total Coins: _____

Total Bills: _____

Total # of Checks _____

Total Check Amount _____

Total Deposit: _____

We have counted the money and the above deposit is correct:

1. _____

2. _____

Return form and deposit to the attention of the Treasurer:

Hilarie Yankello
12468 Saddlebrook Lane
Strongsville, OH 44149
hyankello@gmail.com
216-509-6286

Treasurer use only:

Money received and deposit amount verified
 Money received but a discrepancy was found

Notes: _____

Treasurer Signature: _____

Deposit Date: _____

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