

CLAYS MILL ELEMENTARY PTA DEPOSIT VERIFICATION FORM

Please Note: Money should always be counted at least twice. Please fill out form completely and sign form as a receipt verifying the amount to be deposited. All monies collected along with this form should be forwarded to the Treasurer.

Date Received: _____

Budget Line Items: _____
(Must match a budget income category)

Total Coin _____

Total Bills + _____

Total Checks + _____

Total Funds = _____

PTA Member Signature

PTA Member Signature

PTA Treasurer Signature

Date