



Deposit Form

PTA Officer/Chair Signature: _____

Date: _____

Budget Category to be Credited: _____

Description of Income: _____

| | | |
|--------------------|--------------|---------------|
| Currency: \$ _____ | \$1's _____ | \$20's _____ |
| | \$5's _____ | \$50's _____ |
| | \$10's _____ | \$100's _____ |

| | | |
|----------------|---------------|----------------|
| Coin: \$ _____ | Pennies _____ | Dimes _____ |
| | Nickels _____ | Quarters _____ |

Checks: \$ _____ (attach separate piece of paper if necessary)

| Date of Check | Name on Check | Amount of Check | Check Number |
|---------------|---------------|-----------------|--------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Deposit Total: \$ _____

The above listed funds have been given to the PTA Treasurer for bank deposit and for allocation to the budget item as indicated above. A receipt will be furnished upon verification of the total.

PTA Treasurer's Signature: _____

Date: _____

Langston Hughes Middle School PTA

Budget Category to be Credited: _____

Total Amount: \$ _____

PTA Treasurer's Signature: _____

Date of Deposit: _____