

**T.H. Rogers PTO**  
**Deposit Notice**

9/2013

Your Name \_\_\_\_\_ Phone \_\_\_\_\_

PTO Position/Committee \_\_\_\_\_ Date Submitted \_\_\_\_\_

Budget Line Item to be Credited \_\_\_\_\_

Total Amount \$ \_\_\_\_\_

Specific Description of Source (*ex: payments for ice cream*)

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1) Complete the following information for your deposit. 2) Give cash/checks to treasurer with this form.

<b>Cash</b>	
\$50	x _____ = _____
\$20	x _____ = _____
\$10	x _____ = _____
\$ 5	x _____ = _____
\$ 1	x _____ = _____
.25	x _____ = _____
.10	x _____ = _____
.05	x _____ = _____
.01	x _____ = _____
<b>Total Cash \$</b> _____	

<b>Checks (amount &amp; check#)</b>	
<b>Number of Checks:</b> _____	
<b>Total Checks \$</b> _____	

Accepted by (PTO Treasurer) \_\_\_\_\_ Date \_\_\_\_\_

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For Treasurer's Use Only

Account \_\_\_\_\_ Transaction ID \_\_\_\_\_ Deposit Date \_\_\_\_\_ Logged \_\_\_\_\_

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