

Dealey PTA

Deposit Summary Form

*Committees must use this form to count and document the amounts of all cash and checks being submitted for deposit.
Form should be signed by committee member, who counted the funds, and the Treasurer or Asst. Treasurer.
Copies should be retained by all signers.*

Committee: _____
 Event: _____
 Date: _____

Cash Total:	\$ -
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Checks:	
<u>Item</u>	<u>Amount</u>
Check Total:	\$ -

Total Deposit:	\$ -
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Submitter (Counter): _____ Date _____
(Print & Sign)

Treasurer/Asst. Treasurer _____ Date _____
(Print & Sign)