

CASH/CHECK RECEIPT VERIFICATION

SOURCE OF CASH OR CHECKS:

PTA ACCOUNT TITLE FOR DEPOSIT:

DATE:

TOTAL AMOUNT OF CASH:

TOTAL AMOUNT OF COIN:

TOTAL AMOUNT OF CHECKS:

OF CHECKS (provide a list of checks with this form):

TOTAL AMOUNT TO BE DEPOSITED:

SIGNATURE OF PERSON TURNING IN MONEY

DATE

SIGNATURE OF PERSON TURNING IN MONEY

DATE

TREASURER VERIFICATION:

TOTAL AMOUNT OF CASH:

TOTAL AMOUNT OF COIN:

TOTAL AMOUNT OF CHECKS:

OF CKS

TOTAL AMOUNT TO BE DEPOSITED:

TREASURER SIGNATURE

DATE

TOTAL AMOUNT GIVEN TO TREASURER AND TOTAL AMOUNT DEPOSITED IN THE BANK SHOULD BE THE SAME AMOUNT. IF THERE IS A DIFFERENCE, EXPLAIN BELOW: