



## GORRIE ELEMENTARY PTA DEPOSIT SUMMARY

Date: \_\_\_\_\_

All Deposits must include receipts/documentation clearly indicating the source of the funds to be deposited (e.g. ticket sales, t-shirt sales, dues, etc.).

Checks: \$ \_\_\_\_\_

Cash: \$ \_\_\_\_\_

Total Deposit: \$ \_\_\_\_\_

Counted/Verified By (submission): \_\_\_\_\_

Counted/Verified By (receipt): \_\_\_\_\_

(Funds for deposit must be counted and amounts verified by at least two people, one person submitting the funds for deposit and one person receiving the funds for deposit)

Comments: \_\_\_\_\_

Budget Category:

Amount:

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

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For Treasurer's Use Only: Date Deposited \_\_\_\_\_