



2016-17 Cypress Woods Elementary PTA Deposit Form



Name: _____ Date: _____

Committee/Event: _____

** Please submit item(s) to be deposited and this completed form along with any accompanying documentation if any (such as check stub, letter of payment, etc) to the Treasurer

Item	Quantity	Total Amount
Rolled coins:		
One's:		
Five's:		
Ten's:		
Twenty's:		
Fifty's/Hundred's:		
TOTAL CASH:		
TOTAL CHECKS:		
GRAND TOTAL DEPOSIT:		

Detailed Information:

Payor	Check #	Check Amount	Notes
TOTAL (must match total listed above for Checks)			

Treasurer's Use Only	
Deposit Date: _____	Trans. ID _____
Amount \$ _____	
Monthly Statement/Check cleared: _____	
Budget Updated: _____	