



# SPRING STREET SCHOOL PTO

## Deposit Report

Please use this form whenever submitting funds to the PTO.

FUNDRAISER/EVENT NAME: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_ TODAY'S DATE: \_\_\_\_\_

TOTAL AMOUNT OF DEPOSIT: \$\_\_\_\_\_.\_\_\_\_\_

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Please list currency, coins and checks:

CURRENCY: \$\_\_\_\_\_.\_\_\_\_\_

COINS: \$\_\_\_\_\_.\_\_\_\_\_

CHECKS: \$\_\_\_\_\_.\_\_\_\_\_

TOTAL DEPOSIT: \$\_\_\_\_\_.\_\_\_\_\_

SIGNATURE OF PERSON COLLECTING FUNDS: \_\_\_\_\_

**This report and all checks and cash must be hand delivered to the PTO Treasurer (or other authorized PTO officer).**

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Internal Use Only:

VERIFIED BY: \_\_\_\_\_

DATE OF DEPOSIT: \_\_\_\_\_