

PTO Deposit Form

***** Please count all cash and checks. Please roll loose coins.** The deposit should be broken into categories. **Committee Heads please keep track of your income and expenses so that you can reconcile them vs. the Treasury Records.** If you have any questions, please contact the Co-Treasurer at MRPTOtreasurer@gmail.com

Date: _____

Name: _____ Phone Number: _____

E-mail: _____

Amount to deposit: \$ _____ Total cash: \$ _____

of \$1: _____ # of \$5 _____ # of \$10 _____ # of \$20 _____ Total coins: _____

Total of all checks: \$ _____ # of checks: _____

Category: Please check all that apply:

_____ Fools' Folly (circle one): Food/Beverage Decorations Entertainment Publicity

_____ Venue Ticket Sales Other: _____

_____ Creative Arts & Sciences

_____ Fundraiser: Auction

_____ Fundraiser: Book Fair

_____ Fundraiser: Box Tops for Education

_____ Fundraiser: On-line Shopping (Amazon, Target, etc.)

_____ Fundraiser: Raffle Baskets

_____ Fundraiser: School Photo

_____ Kinder Club

_____ A+ Literary Magazine

_____ **Other:** Please Explain: _____

Special funds:

_____ Current Fifth Grade Graduation Fund

_____ Fifth-Grade Graduation Fund -- 4th Grade (Spring Picnic Revenue)

_____ Technology