

## Deposit Spreadsheet

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

Committee Name/ PTA Event: \_\_\_\_\_

Committee Chair Name: \_\_\_\_\_

Phone/ Email: \_\_\_\_\_

<b>A. Total Cash</b> (attach Money Count or Cash Receipt)	
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**B. Checks**

Check Number	Last Name	Amount
<b>Total Checks:</b>		

<b>C. Total Amount of Cash + Checks</b>	
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*After PTA Treasurer verifies the total amount, please sign:*

Committee Chair Signature: \_\_\_\_\_

Treasurer's Signature: \_\_\_\_\_