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# Country Parkway PTA

## Deposit Summary Sheet

(Please fill out this form when remitting cash and/or checks for deposit to the Country Parkway PTA account.)

### Insurance NOW requires the following PLEASE READ & INITIAL:

- Designated money handler **AND** a board member must count funds **IMMEDIATELY** following event \_\_\_\_\_
- Within **24 hours** the funds must be given to the PTA Treasurer \_\_\_\_\_

This form needs to be signed by **BOTH** the person remitting the funds and the PTA Treasurer.

**Committee Name:** \_\_\_\_\_

**Event:** \_\_\_\_\_

**Today's Date:** \_\_\_\_\_

Amount in \$1s:	_____
Amount in \$5s:	_____
Amount in \$10s:	_____
Amount in \$20s:	_____
Amount in coins:	_____
Other cash:	_____
<b>TOTAL in cash:</b>	_____

**TOTAL in checks:** \_\_\_\_\_

**TOTAL FUNDS (cash+checks=):** \$ \_\_\_\_\_

**PRINT** Name of money handler: \_\_\_\_\_

**SIGNATURE** of money handler: \_\_\_\_\_

Board Member Name: \_\_\_\_\_  
(Print) (Signature)

Signature of treasurer: \_\_\_\_\_ Date Rec'd: \_\_\_\_\_ Date Dep'd: \_\_\_\_\_

\*\*\*\*\*Contact Country Parkway PTA Treasurer when ready to hand in funds\*\*\*\*\*  
Thomas Mahoney (Tmahoney130@gmail.com 716-912-8836 cell)