

2021-2022 Ward PTA Deposit Report

Please fill out this form before turning in funds collected at PTA events.

Committee Name	
Event, Project, or Initiative	
Date of Event	
Event Lead Person	

DEPOSIT INFORMATION

CASH		
Please group all cash by denomination, with heads facing in the same direction.		
Bill Denomination	Number of Bills	Sub-Total
\$100.00		
\$50.00		
\$20.00		
\$10.00		
\$5.00		
\$1.00		
Coins (please Roll)		
Total Cash Amount		\$

CHECKS	
Number of Checks	
Total Check Amount	\$

** Itemized checks can be written on the back at your discretion.*

TOTAL DEPOSIT	
Total Cash Amount	\$
Total Check Amount	\$
Total Deposit Amount	\$

Counted By (Committee Member) _____

Re-counted by (Committee Member) _____

Upon Completion, contact: treasurer@wardpta.com, president@wardpta.com,
co-president@wardpta.com

CHECKS

Check #	Amount
Total Check Deposit:	\$