

# Northwood PTSA

## Deposit Voucher

All Chairpersons handling money please fill out this form and give to the treasurer with money or check to deposit.

**\*\*\* Two (2) PTA members need to count and sign for deposits. \*\*\***

**Chairperson** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Event/Committee** \_\_\_\_\_ **Date** \_\_\_\_\_

**TOTAL AMOUNT TO DEPOSIT: \$** \_\_\_\_\_

<b>Coins: Amounts</b>	<b>Currency: Amounts</b>	<b>Checks</b>
Pennies	Ones	Listed on the Back
Nickles	Twos	
Dimes	Fives	
Quarters	Tens	
Halves	Twenties	
Dollars	Fifties	

**TOTAL \$** \_\_\_\_\_ **TOTAL \$** \_\_\_\_\_ **TOTAL \$** \_\_\_\_\_

**# of Checks** \_\_\_\_\_

**Counted by** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature **Phone:** \_\_\_\_\_

**Comments** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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### For Treasurer's Use Only

Total Amount Received \$ \_\_\_\_\_ Date Received \_\_\_\_\_

Receipt # \_\_\_\_\_ Date Deposited \_\_\_\_\_

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

Comments \_\_\_\_\_

