

Avon Grove Intermediate School PTA

Deposit Detail

- Please fill out this form for each individual deposit.
- Give the completed form and monies to the PTA Treasurer for processing.
- Indicate any petty cash amounts being returned.

Form completed by: _____ Date: _____

Please provide your phone number in case of questions: _____

What event are the funds for? _____

Indicate the breakdown of the funds to be deposited:

Bills/Coins	# of Bills/Coins/Checks	Total Dollar Amount
Checks		\$
\$50 bills		\$
\$20 bills		\$
\$10 bills		\$
\$5 bills		\$
\$1 bills		\$
Quarters (40 coins per roll)		\$
Dimes (50 coins per roll)		\$
Nickels (40 coins per roll)		\$
Pennies (50 coins per roll)		\$
Misc. Coins		\$
	Total Deposit	\$

Signature of person requesting the deposit

Initials of Treasurer as second counter

	Petty Cash Returned	\$
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For Treasurer Use Only

Taxable Sales \_\_\_\_\_ Non-Taxable Sales \_\_\_\_\_

Petty Cash \_\_\_\_\_ PA Tax Amount (6%) \_\_\_\_\_

Total (should match "Total Deposit" above) \_\_\_\_\_

Notes \_\_\_\_\_