

Submit Forms to Ashley Kay, ADE PTO Treasurer via PTO Treasurer mailbox or adeptotreasurer@gmail.com

DEPOSIT NOTICE

Alton Darby Elementary PTO

Your Name:		Phone:
		() -
Project/Category:		
Date Submitted:	Total Amount:	
	\$	
Specific description of source: (e.g. payments from book fair)		

Complete the following information for your deposit:

Cash	Quantity	Total
\$100.00		\$
\$50.00		\$
\$20.00		\$
\$10.00		\$
\$5.00		\$
\$1.00		\$
\$0.25		\$
\$0.10		\$
\$0.05		\$
\$0.01		\$
Total Cash		\$

Check #	Check Amount	Check #	Check amount
Total # of checks		Total	\$

Counted By:	Date:
Counted By:	Date:
Accepted by (PTO Treasurer):	Date:

PTO Treasurer Use: Category _____ Check # _____ Date _____ Logged _____