**Murray Avenue School PTA Deposit Verification Form**

Received From (Name):\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Funds Collected at (Committee/Budget Category):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CHECKS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Number of Checks** | **X** | **Dollar Amount** | **=** | **Batch Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Total Amount of Checks:** = \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CASH**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Number of Bills/Coins** | **X** | **Denomination** | **=** | **Batch Total** |
|  |  | $50 |  |  |
|  |  | $20 |  |  |
|  |  | $10 |  |  |
|  |  | $5 |  |  |
|  |  | $1 |  |  |
|  |  | $.25 |  |  |
|  |  | $.10 |  |  |
|  |  | $.05 |  |  |
|  |  | $.01 |  |  |

**Total Amount of Cash:** =\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Grand Total to be Deposited:** =\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please sign and date

Counted by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Committee Member)

Verified by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Treasurer)

**All cash must be hand delivered to or picked up by the PTA’s Treasurer.**

**Any questions, please contact Victoria Pinsky or Kate List at** [**murraytreasurerpta@gmail.com**](mailto:murraytreasurerpta@gmail.com)**. Thank you!**