

**Stillwater Elementary PTSA
Event Deposit Form**

**Example for this form is dance, Back to School Bash, Bingo Night, etc.*

Event:	
Committee Chair:	
Date:	

Deposit Counter #1 Signature:	
Deposit Counter #2 Signature:	

**Must have two counters to be complete*

Petty Cash Starting Amount:	\$
Petty Cash Deposit Amount:	\$

Event Deposit Amounts:

Cash	\$
Coin	\$
Check	\$
TOTAL DEPOSIT	\$

Cash:

DENOMINATIONS	NUMBER
100	
20	
10	
5	
1	
Other	
Cash Total:	\$

Change:

DENOMINATIONS	NUMBER
Quarters	
Dimes	
Nickels	
Pennies	
Other	
Change Total:	\$

Checks:

NAME	AMOUNT
CHECK TOTAL	\$

**Additional lines may be added to the back, if necessary.*