



## 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	\$
<b>TOTAL DEPOSIT</b>	\$

### Cash:

DENOMINATIONS	NUMBER
100	
20	
10	
5	
1	
Other	
<b>Cash Total:</b>	\$

### Change:

DENOMINATIONS	NUMBER
Quarters	
Dimes	
Nickels	
Pennies	
Other	
<b>Change Total:</b>	\$

### Checks:

NAME	AMOUNT
<b>CHECK TOTAL</b>	\$

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