

Deposit of Cash & Checks



Today's Date: _____

Name of Event: _____

Deposit Prepared By: _____
Print & Sign Name

Deposit Verified By*: _____
Print & Sign Name

This form is to deposit cash and checks from a PTC event.

Place original form and funds in the **PTC Red Box located at the front office.**

For questions, please email the PTC Treasurer at camheightstreasurer@gmail.com

Please use the deposit checklist below to ensure proper handling:

- Bills are bundled in the appropriate quantity (see below)
- Coins are rolls in the appropriate quantity (see below)

Currency	Quantity (A)	Amount (B)	Total Amount (A) x (B)
Dollar Coins		\$1.00	\$
Half Dollar Coins		\$0.50	\$
Quarters		\$0.25	\$
Dimes		\$0.10	\$
Nickels		\$0.05	\$
Pennies		\$0.01	\$
Hundreds		\$100.00	\$
Fifties		\$50.00	\$
Twenties		\$20.00	\$
Tens		\$10.00	\$
Fives		\$5.00	\$
Twos		\$2.00	\$
Ones		\$1.00	\$
Total Cash Amount (amount from above)			\$
Total Check Amount (amount on back of form)			\$
Total Deposit Amount (Cash + Check)			\$

PTC USE ONLY:

Received By: <small>Print & Sign Name</small>	_____	Deposited By: <small>Print & Sign Name</small>	_____
Received Date:	_____	Deposit Date:	_____
Amount Received:	_____	Amount Deposited:	_____

Deposit of Cash & Checks



	Check #	First and Last Name/Business	Amount
1			\$
2			\$
3			\$
4			\$
5			\$
6			\$
7			\$
8			\$
9			\$
10			\$
11			\$
12			\$
13			\$
14			\$
15			\$
16			\$
17			\$
18			\$
19			\$
20			\$
21			\$
22			\$
23			\$
24			\$
25			\$
Total Amount (make sure to include this total on the front of form)			\$