

Hauser PTO – Committee Chair’s Deposit Slip

- *Include this Deposit Slip with all deposits given to PTO Treasurer.*
- *Please remit cash and checks within 5 days of receipt to PTO Treasurer:*

Jennie Royer, 187 Olmsted Rd., Riverside

phone: (312) 925-1083 email: hepkerjennifer@gmail.com

Date submitted: _____

Committee or Program: _____

Include a detailed spreadsheet listing all receipts with name, check number, and check or cash amount.

CASH

\$20.00 x _____ = \$ _____

\$10.00 x _____ = \$ _____

\$ 5.00 x _____ = \$ _____

\$ 1.00 x _____ = \$ _____

 .25 x _____ = \$ _____

 .10 x _____ = \$ _____

 .05 x _____ = \$ _____

 .01 x _____ = \$ _____

TOTAL CASH \$ _____

CHECKS

Number of Checks _____

TOTAL CHECKS \$ _____

TOTAL DEPOSIT \$ _____

Committee Chair’s Authorization:

Name: _____ Phone #: _____

E-mail Address: _____

Signature: _____