

# PTO DEPOSIT FORM

WEST U ELEMENTARY SCHOOL PTO  
SCHOOL YEAR 2021 – 2022



Date: \_\_\_\_\_

Depositor Name: \_\_\_\_\_

Depositor Signature: \_\_\_\_\_

	AMOUNT		AMOUNT
<b>COMMUNICATIONS INCOME</b>		<b>FUNDRAISING INCOME</b>	
Directory Ad Sales		Auction	
Mini Directories		Auction Underwriting	
Yearbook		Book Fair	
		Carnival	
<b>CURRICULUM ENRICHMENT INCOME</b>		Fun Run	
Art Night		Golf	
Garden Club		Sociables	
International Festival		West U Gear	
Math Club		Class T-shirts	
Math & Science Night		West U Deals (Spirit Nights)	
Odyssey of the Mind			
Student Council		<b>MEMBERSHIP/UNDERWRITING</b>	
		Corporate Sponsors	
<b>INSTRUCTIONAL SUPPORT</b>		Corporate Matching	
Birthday Book Club		Friends and Family Membership Dues	
School Supplies Vendor Refund			
School Supply Packets		<b>OTHER/GENERAL</b>	
Instructional Support Refunds		Service Projects	
<b>FIFTH GRADE</b>		OTHER: _____	
Concessions		OTHER: _____	
Other Fundraising		OTHER: _____	

<b>TOTAL CASH (listed on page 2)</b>	
<b>TOTAL CHECKS (please list on page 2)</b>	
<b>TOTAL DEPOSIT</b>	

**PLEASE LIST DETAILS OF CHECKS OR CASH DEPOSIT ON PAGE 2**

FIRST NAME	LAST NAME	CHECK #	AMOUNT	CATEGORY
<b>Total</b>				

CASH DEPOSIT			
DENOMINATION	NUMBER OF BILLS OR CHANGE	VALUE	TOTAL
HUNDRED		\$100	
FIFTY		\$50	
TWENTY		\$20	
TEN		\$10	
FIVE		\$5	
ONE		\$1	
QUARTER		\$0.25	
DIME		\$0.10	
NICKEL		\$0,05	
PENNY		\$0.01	
<b>TOTAL</b>			

Cash Verification Signature 1 \_\_\_\_\_

Cash Verification Signature 2 \_\_\_\_\_

Please submit this form to the PTO Treasury lockbox at the front office.  
 Questions about this form? Contact Nancy Kate Prescott, Treasurer - Income, at [nkprescott@gmail.com](mailto:nkprescott@gmail.com)