

**Northwestern Middle School PTA
Funds for Deposit / Cash Verification Form**

Funds for Deposit:

Date _____ Activity _____

Budget Category _____

Administration	Communications
Ways & Means	Ed Enrichment
Student Services	Special Events

Line Item on Budget _____ Amount _____

Line Item on Budget _____ Amount _____

Line Item on Budget _____ Amount _____

Line Item on Budget _____ Amount _____

Cash Verification:

Currency _____ x \$ 1.00 = _____

Currency _____ x \$ 5.00 = _____

Currency _____ x \$ 10.00 = _____

Currency _____ x \$ 20.00 = _____

Currency _____ x \$ 50.00 = _____

Currency _____ x \$100.00 = _____

Coins _____ = _____

Checks (attach Itemized check register) _____ = _____

TOTAL _____ = _____

Verification (signature of two counters):

The undersigned certifies that the funds shown above were received for PTA activities and properly accounted for and that funds are to be credited to the appropriate PTA account as noted.

Signature _____ Signature _____

For Treasurer's Use Only

Amt Received \$ _____ Date Received _____ Date Deposited _____

Treasurer's Signature _____ Date _____