

# 2017-2018 Churchill High School PTA Deposit Voucher

(To be used when giving funds to Treasurer)

Committee \_\_\_\_\_ Date \_\_\_\_\_

Person completing form \_\_\_\_\_ Phone No. \_\_\_\_\_  
 (Please make sure that there are always 2 people counting money to protect the reliability of the count)

<b>CURRENCY</b>					
# of Bills		Bills			Amount
	X	\$1s	1	=	
	X	\$5s	5	=	
	X	\$10s	10	=	
	X	\$20s	20	=	
	X	\$50s	50	=	
	X	\$100s	100	=	
	X	\$ _____		=	

GRAND TOTAL  
OF BILLS

\$

<b>COINS</b>					
# of Coins		Coins			Amount
	X	Pennies	0.01	=	
	X	Nickels	0.05	=	
	X	Dimes	0.10	=	
	X	Quarters	0.25	=	
	X	Half Dollar	0.50	=	
	X			=	

GRAND TOTAL  
OF COINS

\$

**TOTAL CASH** (should agree to attached sheet)

\$

**TOTAL CHECKS** (listed on attached sheet)

\$

**TOTAL DEPOSIT**

\$

Counter's Signature _____	Position _____
Counter's Signature _____	Position _____
<b>TWO SIGNATURES ARE REQUIRED ON CASH DEPOSITS</b>	

Received by Treasurer _____	Date Received _____
Date Entered <span style="border: 1px solid black; display: inline-block; width: 60px; height: 20px;"></span>	Date of Deposit <span style="border: 1px solid black; display: inline-block; width: 60px; height: 20px;"></span>
Account _____	\$
_____	\$
_____	\$
_____	\$
<b>TOTAL DEPOSIT</b>	\$ <span style="border: 2px solid black; display: inline-block; width: 60px; height: 20px;"></span>

## Churchill High School PTA Deposit Voucher (CHECKS)

	Check#	Name	Membership	*	Greenback Night	Project Graduation	Other	Check/Line Total
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								
26								
27								
28								
29								
30								
31								
32								
33								
		<b>TOTAL</b>						

\* indicate Life (L) or Student (S)

**PAGE TOTAL CHECKS**

\$

## Churchill High School PTA Deposit Voucher (CASH)

	Name	Membership	*	Greenback Night	Project Graduation	Other	Cash Line Total
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							
26							
27							
28							
29							
30							
31							
32							
33							
	<b>TOTAL</b>						

\* indicate Life (L) or Student (S)

**PAGE TOTAL CASH**

\$