

**Homestead PTA
Deposit Tally Sheet & Verification Form**

Name of Event: _____

Date: _____

	NAME ON CHECK	CHECK #	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			\$
SUBTOTAL:			\$

Add additional checks on back.

CURRENCY	# OF BILLS	AMOUNT
\$100		\$
\$50		\$
\$20		\$
\$10		\$
\$5		\$
\$2		\$
\$1		\$
SUBTOTAL:		\$

COINS	# OF COINS	AMOUNT
Dollars		\$
Half Dollars		\$
Quarters		\$
Dimes		\$
Nickels		\$
Pennies		\$
SUBTOTAL:		\$

MONEY SUMMARY	AMOUNT
CHECK TOTAL Include subtotals from back.	\$
CURRENCY TOTAL	\$
COINS TOTAL	\$
GRAND TOTAL:	\$

COUNTING OF MONEYS

Two people count all money and record. Both people sign this form, and the person keeping the funds dates the Possession line. Each person receives a copy of this form. Give to Treasurer for bank deposit ASAP.

Signature 1: _____

Possession Date: _____

Signature 2: _____

Possession Date: _____

For Treasurer Use Only

Amount: _____

Budget Line: _____

Received by Treasurer: _____

Date: _____

Received by PNC Bank: _____

Date: _____

Entered into General Ledger: _____ Entered Into Budget: _____

Name of Event: _____

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1			\$
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43			\$
44			\$
45			\$
46			\$
47			\$
48			\$
49			\$
50			\$
SUBTOTAL:			\$

Date: _____

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1			\$
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41			\$
42			\$
43			\$
44			\$
45			\$
46			\$
47			\$
48			\$
49			\$
50			\$
SUBTOTAL:			\$