



Cuthbertson High School PTO

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DEPOSIT NOTICE

Name: _____ Date Submitted: _____

Committee: _____

Total Event Remittance Amount (includes cash, check, & credit card transactions) \$ _____

Event Description: _____

Remitted Amount Details:

Total Cash \$ _____ Cash Box Return \$ _____
(include cash box return)

Total Check \$ _____ Number of Checks: _____

Total Deposited \$ _____

Credit Card Amount Settled \$ _____ Date Settled: _____

Batch Approval _____

Signature of person submitting deposit: _____

Deposit/Remittance Notice Received by: _____

Printed Name and Signature

Date Received: ____/____/____

Date Booked: ____/____/____

Notes: