

BALLANTYNE ELEMENTARY P.T.A. FUNDS RECEIVED

COMMITTEE SECTION

COMMITTEE OR ACTIVITY: _____

*Cash Received: *Please roll all coins (if full roll), wrappers in PTA Room Black Cabinet**

Denomination	Amount
Hundreds	
Fifties	
Twenties	
Tens	
Fives	
Ones	
Quarters	
Dimes	
Nickles	
Pennies	
Total Cash	\$ _____

Checks Received:

Total Checks _____ Qty: _____ (number of checks)

Total Deposit: _____

ACH DEPOSIT?

AUTHORIZED SIGNATURE: _____

PHONE NUMBER: _____

Date: _____

IMPORTANT NOTE: Complete top portion only and keep a copy for your records. Place completed form and checks/currency/coins in the safe located in the PTA Parent Center. Please notify Ashley Linderman, PTA Treasurer, via email at ballantyneptatreasurer@gmail.com or text to (704)634-4017 to inform her that funds are ready for deposit.

TREASURER SECTION

Amount of Currency: \$ _____

Amount of Coins \$ _____

Amount of Checks \$ _____

Assist. Treasurer's Signature

Total Received \$ _____

Deposit Total \$ _____

Date Deposited: _____

Account Breakdown:

_____	\$ _____
_____	\$ _____
_____	\$ _____

Treasurer's Signature: _____ Date: _____