

**BURR ELEMENTARY SCHOOL PTA**  
**Deposit Form - Checks Only**  
**2016/2017**

**Funds to be given to PTA Assistant Treasurer for Deposit**

Remit all cash and checks to Kelly Mitchell, Assistant Treasurer, within 24 hours of event. Contact Amy (kmitch901@gmail.com) to arrange pick-up.

**Complete highlighted fields. (if completing on-line, green fields will calculate for you)**

**Event:**

**Person Submitting Deposit:**

**Date Deposit Submitted:**

**CHECKS:**

CHECK DETAIL: attach additional sheets if needed

	<u>NAME</u>	<u>CHECK #</u>	<u>AMOUNT</u>
1			
2			
3			
4			
5			
6			
7			
8			
	<i>TOTAL CHECKS</i>		\$ -

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**SIGNATURES & DATE:**

COMMITTEE REPRESENTATIVE: \_\_\_\_\_

DATE: \_\_\_\_\_

ASSISTANT TREASURER: \_\_\_\_\_

DATE: \_\_\_\_\_

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