

MEADOW PARK PARENT TEACHER ORGANIZATION

DEPOSIT TRACKING FORM

Date: _____

Total Cash: \$ _____

Total Check Amount: \$ _____

(Include checks from reverse side, if any)

Total Deposit: \$ _____

Cash	Checks	
\$100 x _____ = \$ _____	Check Number	Amount
\$ 50 x _____ = \$ _____		\$
\$ 20 x _____ = \$ _____		\$
\$ 10 x _____ = \$ _____		\$
\$ 5 x _____ = \$ _____		\$
\$ 2 x _____ = \$ _____		\$
\$ 1 x _____ = \$ _____		\$
COINS \$ 1 x _____ = \$ _____		\$
\$0.50 x _____ = \$ _____		\$
\$0.25 x _____ = \$ _____		\$
\$0.10 x _____ = \$ _____		\$
\$0.05 x _____ = \$ _____		\$
\$0.01 x _____ = \$ _____		\$
Total Cash = \$ _____	Total Number of Checks: _____	Total Amount of Checks: \$ _____

**Record additional checks on reverse side*

All Cash Deposits MUST be counted and verified separately by TWO persons

1. _____ (Printed Name and Signature)

2. _____ (Printed Name and Signature)

For Board Use Only

Deposited by: _____ Date: _____

(Printed Name and Signature)

Deposit To:

CATEGORY	✓	AMOUNT
General Fund		\$
JAT		\$
Band		\$
Choir		\$
8 th Grade Party		\$
Other (please specify)		\$

**Attach Deposit Slip with the form*

Additional Check Details

Check Number	Amount	Check Number	Amount
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
Total Number of Checks: _____	Total Amount of Checks: \$_____	Total Number of Checks: _____	Total Amount of Checks: \$_____