

BHS PTO Event Deposit & Income Form

Name of PTO Event: _____

Date of PTO Event: _____

Event Chair(s): _____

TOTAL Deposit Amount:

Description of Source: _____
(Walkins, Book Fair, Plant Sale, etc)

<i>Checks</i>	<i>Cash</i>
<p style="text-align: center;">Total Check Amount: \$ _____</p> <p style="text-align: center;">Total Number of Checks: _____</p>	<p style="text-align: center;">Total Cash Amount: \$ _____</p>

Verification Signature*: _____ Date: _____

Verification Signature*: _____ Date: _____

*Acknowledgement: By signing this BHS PTO Event Deposit and Income Form, you are agreeing all funds have been verified and accurately recorded by following the BHS PTO Funds Protocol Policy effective 9/1/19.

Please list the person who is leaving the school with the funds and form in the sealed envelope for delivery to the Treasurer: _____

For Treasurer Use Only:

Treasurer Signature: _____

Date Received: _____ Amount Verified: \$ _____