

# BEDFORD MIDDLE SCHOOL PTA - 2016-2017 DEPOSIT FORM

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

PTA EVENT/ PROGRAM: \_\_\_\_\_ PHONE #: \_\_\_\_\_

EMAIL: \_\_\_\_\_

## ITEMIZED LISTING – CASH:

Coins \_\_\_\_\_ \$ \_\_\_\_\_  
Quantity \_\_\_\_\_ X \$1.00 = Sub-total \$ \_\_\_\_\_  
Quantity \_\_\_\_\_ X \$5.00 = Sub-total \$ \_\_\_\_\_  
Quantity \_\_\_\_\_ X \$10.00 = Sub-total \$ \_\_\_\_\_  
Quantity \_\_\_\_\_ X \$20.00 = Sub-total \$ \_\_\_\_\_  
Quantity \_\_\_\_\_ X \$50.00 = Sub-total \$ \_\_\_\_\_  
Quantity \_\_\_\_\_ X \$100.00 = Sub-total \$ \_\_\_\_\_

CASH TOTAL: \$ \_\_\_\_\_

## ITEMIZED LISTING – CHECKS:

Quantity \_\_\_\_\_ X Amount \$ \_\_\_\_\_ = Sub-total \$ \_\_\_\_\_  
Quantity \_\_\_\_\_ X Amount \$ \_\_\_\_\_ = Sub-total \$ \_\_\_\_\_  
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Quantity \_\_\_\_\_ X Amount \$ \_\_\_\_\_ = Sub-total \$ \_\_\_\_\_

CHECK TOTAL: \$ \_\_\_\_\_

TOTAL CASH AND CHECKS: \$ \_\_\_\_\_

IS A CASH BOX ADVANCE INCLUDED IN THIS DEPOSIT? IF SO, AMOUNT  
\$ \_\_\_\_\_

Spreadsheet reports are also welcome and may be attached to this form. Please submit one copy to the Treasurer's mail file in the BMS office and retain one copy for yourself. Leave a third copy in the Fundraising VP mail file if applicable.

Please inform Co-Treasurer Monika Fitch Lazaro at 914-318-5719 or monika.lazaro5@gmail.com when you wish to make a deposit. She will meet you to pick up cash deposits. Otherwise you may place your deposit in the PTA Treasurer's mail file in the BMS office.