

Highcrest Middle School PTO Deposit Form

Instructions

Complete this deposit form, along with cash and / or checks for submission.

Prepare a separate deposit form for each committee and income type.

Contact the Treasurer to arrange for drop-off (see contact details and address below).

Date:

Submitted by:

Phone and/or Email:

PTO Committee:

Purpose of Deposit:

CASH

Please count currency, sort by denomination, and record total amounts.

Currency:

Coins:

Total Cash:

CHECKS

of Checks:

Total \$ Checks:

TOTAL DEPOSIT

(cash + checks):

TREASURER INFORMATION

Patrick Parmentier

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Wilmette, IL 60091

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