

# Butler Elementary School PTO Deposit Form

\*Each deposit form should be \$2,000 or less\*



## Notify Treasurer when leaving funds in the PTO Mailbox!

Place checks/cash with completed deposit form(s) in an envelope marked, "Christine Hartman, PTO Treasurer". Put envelope in the Treasurer PTO folder/mailbox in the Butler office. Please call or text Christine at 215-435-2008 to inform her that there is money to pick up at school.

Thanks!

Event Name:	
Today's Date:	
Name of person counting:	
Phone:	
Email:	
2 <sup>nd</sup> person counting: (If applicable)	
# of Checks	
Amount of Checks:	\$
Amount of Cash:	\$
Total:	\$

Treasurer Count:	\$
Total Amount Deposited:	\$

**Additional Notes:**