



CORONA DEL MAR MIDDLE & HIGH SCHOOL PTA

Deposit Verification Form

Please give deposits to Financial Secretary, Regina Jennings, 1801 Port Stirling, Newport Beach, CA 92660 or leave deposit in the safe at CDM (see Vickie Gilmore) and notify Regina by phone (949) 735-4755 or email reginajennings@me.com

Name: _____

Date: _____

PTA Position: _____

Signature: _____

Telephone: _____

Email: _____

CHECKS:

(A worksheet with a list of each payer, check number and amount paid must accompany this form.)

TOTAL \$ _____

CREDIT CARDS:

(A worksheet with a list of each payer name, credit card number, expiration date, security code, phone number and amount must accompany this form.)

TOTAL \$ _____

CURRENCY:

(A worksheet with a list of each payer, check number and amount paid must accompany this form.)

_____ x \$1 = _____

_____ x \$5 = _____

_____ x \$10 = _____

_____ x \$20 = _____

_____ x \$50 = _____

_____ x \$100 = _____

TOTAL \$ _____

INCOME CATEGORIES:

Counseling & Program Events

Donations

Grad Night

Home Tour

Membership (please break down)

_____ Members @ \$10 dues = \$ _____

_____ Directories @ \$10 = \$ _____

TOTAL \$ _____

Middle School Events

Previous Year Revenue

School Directory

Other (please specify)

GRAND TOTAL DEPOSIT: \$ _____

Amount Rec'd.	Fin Secretary Initials	Date Deposited	Treasurer Initials	Date Rec'd Deposit Slip