Bellaire High School PTO

5100 Maple Street, Bellaire, TX 77401 Phone: 713.295.3704 Fax: 713.295.3763

Bellaire High School – PTO
DEPOSIT NOTICE

Date of Event: _____ **Name of Event:** _____

Depositor's Name: _____ **Date Funds Deposited:** _____

Depositor's Phone: _____ **E-mail:** _____

Counter #1's Name: _____ **Signature**: _____

Counter #1'sPhone: _____ **E-mail:** _____

Counter #2's Name: _____ **Signature:** _____

Counter #2's Phone: _____ **E-mail**: _____

Cash Total: _____ **Check Total:** _____

Credit Card Total: _____ **Grand Total:** _____

Bellaire High School PTO, Inc. is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code, and is therefore exempt from paying sales tax on purchases. As such, we DO NOT reimburse individuals for sales tax. To avoid paying sales tax, please use our tax exempt form.

Please Identify the Appropriate Category Below

Auction: $ _____
Class of 2027: $_____
Class of 2028: $_____
Class of 2029: $_____
Class of 2030: $_____
Food Sales: $_____
Holiday Teacher Luncheon: $_____
Homecoming: $_____
Membership Drive: $_____
___Corporate Sponsors ___Non-Corporate Donations ___Matching ___Yard Signs
Teacher / Staff Appreciation / Luncheon: $_____
Athletics Fundraising (popsicle sales): $_____
Other: $

Once completed, please place this form, along with all the funds, in an envelope, and leave it in the PTO Safe. Once deposited, please let the Treasurer (treasurer@bellairepto.org) know that the funds are in the safe.

CASH TALLY SHEET		DATE	
		EVENT	
CURRENCY			
	Quantity		**Amount**
100's		x 100	
50's		x 50	
20's		x 20	
10's		x 10	
5's		x 5	
2's		x 2	
1's		x 1	
		Subtotal	
COINS			
	Quantity		**Amount**
Dollar		x 1.00	
Half Dollar		x .50	
Quarters		x .25	
Dimes		x .10	
Nickels		x .05	
Pennies		x. 01	
		Subtotal	
		Total Currency + Coins	