



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's Phone: _____ 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 2023: \$ _____
- Class of 2024: \$ _____
- Class of 2025: \$ _____
- Class of 2026: \$ _____
- Food Sales: \$ _____
- Holiday Teacher Luncheon: \$ _____
- Homecoming: \$ _____
- Membership Drive: \$ _____
- ___ Corporate Sponsors ___ Non-Corporate Donations ___ Matching ___ Yard Signs
- Teacher / Staff Appreciation / Luncheon: \$ _____
- Other: \$ _____

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