

**Lynn Road Elementary School PTA  
1601 Lynn Road  
Raleigh, NC 27612**

**DEPOSIT DETAIL**

Date: \_\_\_\_\_  
Date Received: \_\_\_\_\_

Submitted By: \_\_\_\_\_  
Contact Number: \_\_\_\_\_

Committee/Budget Line Item \_\_\_\_\_

Signature \_\_\_\_\_

**CURRENCY**

.01	X		=	
.05	X		=	
.10	X		=	
.25	X		=	
.50	X		=	
		TOTAL		\$

**CASH**

1.00	X		=	\$
5.00	X		=	\$
10.00	X		=	\$
20.00	X		=	\$
50.00	X		=	\$
100.00	X		=	\$
		TOTAL		\$

TOTAL CASH & CURRENCY \$ \_\_\_\_\_

TOTAL CHECKS \$ \_\_\_\_\_  
(from deposit detail sheet)

GRAND TOTAL \$ \_\_\_\_\_

**Please Remember:**

- Email or call treasurer, Meg Atkins, to notify that a deposit has been made.  
([matkins7@nc.rr.com](mailto:matkins7@nc.rr.com) 848-9090)
- Use Deposit Detail spreadsheet for checks. This can be found on the Lynn Road Website (<http://lynnroad.es.wcpss.net>).
- Place all checks and cash in a sealed envelope along with this form and a deposit detail spreadsheet.
- Place envelope in drop box in Sandy Gregory's office.

**Committee Receipt:**

Funds Received \$ \_\_\_\_\_ Date: \_\_\_\_\_

Committee Chair \_\_\_\_\_ Committee \_\_\_\_\_

Treasurer's Signature: \_\_\_\_\_