

TO : Evergreen PTA Treasurer

FROM : _____

DATE : ____/____/____

If you need to be deposit CASH and/or CHECKS to the Evergreen PTA Treasurer complete the form below & attach receipts, if any.

Amount: CASH \$ _____

CHECKS \$ _____

Total \$ _____

PTA Committee: _____

PTA Committee Chairperson: _____

Reason/Description: _____
