

## LAKE SENECA ES PTA DEPOSIT REQUEST FORM

Please complete this request form when submitting requests to the treasurer.

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

Total Amount of Check: \$ \_\_\_\_\_      Number of Checks Enclosed    \$ \_\_\_\_\_

Total Amount of Cash:    \$ \_\_\_\_\_

**Total Amount of Deposit:** \$ \_\_\_\_\_

For: \_\_\_\_\_

Apply to (circle one). Note: If more than one category, please attach breakdown:

Please staple original receipts or supporting documentation to this form prior to forwarding to the Treasurer.

### Revenues:

Book Fair—Fall  
 Book Fair—Spring  
 Directory  
 Donations  
 Family Fun Nights/Movie Night  
 Fundraiser (identify)  
 \_\_\_\_\_  
 Membership  
 Spirit Wear  
 Yearbook

### Organizational:

Dinner  
 Dues  
 Insurance  
 PTA Org. Fees  
 Training

### Administrative:

Bank Charges  
 Directory  
 Domain Name (Technology)  
 ICB  
 Membership  
 Newsletter  
 Postage/Supplies  
 Other

### Programs:

Academic Support/Enrichment  
 Cultural Arts  
 International Night  
 Reflections  
 Student Recognition/Scholarship

Building/Grounds  
 Patrols Field Day  
 NAACP Parent Council  
 Staff Appreciation  
 Volunteer Coordination

Chess Club  
 Hospitality  
 Parent Involvement  
 Science Fair  
 Yearbook

Signature: \_\_\_\_\_

Phone No.: \_\_\_\_\_

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### For Treasurer's Use

Date Deposited: \_\_\_\_\_

Applied to: \_\_\_\_\_

Signature: \_\_\_\_\_