

# Rockburn Elementary School PTA, Inc. (Rockburn PTA)

## Fund Receipt Form

**Submit To:** ROCKBURN PTA PRESIDENT OR TREASURER

**Budget Year:** 2023-2024

**PTA Contact Person & Email:** \_\_\_\_\_

*(person submitting form)* **contact phone #:** \_\_\_\_\_

**Breakdown of Funds Collected:**

CASH	COINS	CHECKS
_____ \$1 \$ _____	_____ Quarters \$ _____	_____ Number of checks <i>(list on back of sheet)</i>
_____ \$5 \$ _____	_____ Dimes \$ _____	Include copy of checks <i>(please fit as many checks on one copy page as possible)</i>
_____ \$10 \$ _____	_____ Nickels \$ _____	
_____ \$20 \$ _____	_____ Pennies \$ _____	
_____ \$ _____ \$ _____		
<b>Total Cash: \$ _____</b>	<b>Total Coins: \$ _____</b>	<b>Total Checks: \$ _____</b>
PayPal Gross: \$ _____		Less PayPal Fee: (\$ _____)
		<b>PayPal Total \$ _____</b>

**GRAND TOTAL:** \$ \_\_\_\_\_

**Budget Account/Line Item:**

MEMBERSHIP	\$ _____
DONATION	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Less PAYPAL FEE	(\$ _____)
<b>GRAND TOTAL</b>	<b>\$ _____</b>

➤ If Receipt covers more than Budget Account/Purpose, then please provide explanation

**Date Submitted:** \_\_\_\_\_ **Submitted by:** \_\_\_\_\_

*Signature*

**Accepted for Deposit By:**

\_\_\_\_\_  
Rockburn PTA Treasurer (or designee)

Deposit Date: \_\_\_\_\_ Treasurer's initials \_\_\_\_\_