

The Lane School PTO Deposit Form (Credit Card)

Counter or Submitted by: _____

Date: _____

Committee/Program: _____

Specific Description of Source (ex. yearbooks):

**Please ensure that credit card number,
expiration date and signature are legible.**

Checks

List credit slips:
(or supply tape from adding machine):

Number of Credit Slips:

Total Dollar Amount: _____

Approved by (Committee Chair): _____

Date: _____

Notes taken for Budget Worksheet []

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**For Finance Use Only:** (AT): \_\_\_\_\_ Deposit Date \_\_\_\_\_ Entered System [ ] Treasurer \_\_\_\_\_

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