

To Be filled out By Treasurer	
Date:	
Amount: \$	

James W. Alexander PTA

Income Receipt & Deposit Voucher Form

Submitted By: _____

Date: _____ Total Amount \$
: _____

PTA Committee: (Please provide line item code)

Description of Source Of Income:

Cash: \$

Checks: \$

Credit Cards: \$

Counted By: _____

Submitter : _____

Treasurer : _____

Deposits should be turned into the treasurer immediately at the close of any events. Monies should not be brought home.

Incomplete forms will not be accepted.