

CHECK DEPOSIT FORM 2026-2027

PTO SOUTHERN BOULEVARD SCHOOL

DATE DEPOSITED _____

For Assistant Treasurer Records

Reminders:

1. All deposits **must** have a completed Deposit Form for processing within two weeks of collection.
2. Check Deposits can be left in the SBS PTO Mailbox.
3. Large deposits or deposits with cash may be dropped off directly to Polly Brophy, Assistant Treasurer, at 6 Woodlawn Drive. Please notify at SBSTreasurer2@chathampto.com once the cash is dropped off.
4. For any questions, please contact SBSTreasurer2@chathampto.com.

Deposit Submitted by:

Name _____ Phone # _____

Email Address _____ Date _____

Check (or write in) the PTO Committee or Account to be credited:

☐ ASE – 403300	☐ General Fund – 405300	☐ Square Art – 407315
☐ Author's Day – 408300	☐ Holiday Boutique – 410300	☐ Teacher/Staff Gifting – 534305
☐ Book Fair – 409300	☐ Picture Day – 412300	☐ Other:
☐ Box Tops – 407302	☐ School Supply Kits – 413300	
☐ Dues – 401300	☐ Spirit Wear – 411300	

Checks

LAST NAME ON CHECK	CHECK #	PURPOSE/DESCRIPTION	AMOUNT
TOTAL CHECK AMOUNT			\$

Cash

CASH SUBMITTED BY	PURPOSE/DESCRIPTION	AMOUNT
TOTAL CASH AMOUNT		\$

TOTAL CHECK + CASH TO BE DEPOSITED

\$

