

# John G. Dinkelmeyer PTA

## everychild. onevoice.

2100 Waltoffer Avenue, North Bellmore, New York 11710-1034

proud member of  
**National PTA**  
everychild. onevoice.

### REMITTANCE FORM

USE THIS FORM WHEN SUBMITTING MONIES RECEIVED FROM ALL DINKELMEYER PTA ACTIVITIES. **USE BLUE OR BLACK INK ONLY.**

REMITTANCES INCLUDING **CHECKS ONLY** (NO CASH) MAY BE COUNTED AND VERIFIED BY ONE PTA MEMBER.

REMITTANCES INCLUDING **CASH** MUST BE COUNTED AND VERIFIED BY TWO PTA MEMBERS; AT LEAST ONE MUST BE THE EVENT CHAIRPERSON OR AN OFFICER.

THE TWO PTA MEMBERS CAN NOT BE RELATED BY BLOOD, MARRIAGE, OR LIVING IN THE SAME HOUSEHOLD.

NO MONIES SHOULD BE HELD OVER TWO WEEKS. DO NOT WAIT FOR ALL MONIES TO BE RECEIVED BEFORE SUBMITTING.

PLEASE CONTACT THE PTA TREASURER FOR SUBMISSION: [JGDPTATreasurer@gmail.com](mailto:JGDPTATreasurer@gmail.com)

**SUBMIT TO TREASURER: 1. Completed Remittance Form 2. Cash, Coins and all Checks 3. All checks must be made out to "Dinkelmeyer PTA"**

#### 1. REMITTANCE TYPE (check one or enter 'x') AND ENTER THE NAME OF ACTIVITY:

<input type="checkbox"/>	FUNDRAISER	<input type="checkbox"/>	OTHER _____	NAME OF ACTIVITY _____
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<input type="checkbox"/>	MEMBERSHIP DUES	<input type="checkbox"/>	# of STANDARD DUES	<input type="checkbox"/>	# of ADDITIONAL MEMBER DUES
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#### 2. COUNTED BY TWO PTA MEMBERS:

Name	Signature	Email	Date
1)			
2)			

#### 3. COUNT CASH AND COINS PROCEEDS:

Quantity		Bills		Total		Quantity		Coins		Total
	X	\$1.00	=				X	\$0.01	=	
	X	\$5.00	=				X	\$0.05	=	
	X	\$10.00	=				X	\$0.10	=	
	X	\$20.00	=				X	\$0.25	=	
	X	\$50.00	=				X	\$0.50	=	
	X	\$100.00	=				X	\$1.00	=	
TOTAL CURRENCY				\$		TOTAL COINS				\$

#### 4. TOTAL CHECKS:

# of Checks		Amount		Total	# of Checks		Amount		Total	# of Checks		Amount		Total
	@		=			@		=			@		=	
	@		=			@		=			@		=	
	@		=			@		=			@		=	
	@		=			@		=			@		=	
TOTAL CHECKS										\$				

#### 5. TOTAL FROM GIVEBACKS or OTHER \_\_\_\_\_:

Quantity		Price per Quantity		Total	Quantity		Price per Quantity		Total
	X		=			X		=	
	X		=			X		=	
	X		=		TOTAL FROM GIVEBACKS or OTHER				\$

#### 6. TOTAL AMOUNT SUBMITTED:

Cash and Coins Total		Checks Total		Total		Givebacks Total		Other Total		Grand Total
	+		=		+		+		=	

#### 7. SUBMITTER SIGNATURE

PHONE NUMBER

DATE

#### TREASURER USE ONLY

Amount Received \$ \_\_\_\_\_ Date Received \_\_\_\_\_ Date Deposited \_\_\_\_\_

Approved in Annual Budget \_\_\_\_\_ Date Budget Approved \_\_\_\_\_ Budget Category \_\_\_\_\_

PTA President Signature \_\_\_\_\_ OR PTA Recording Secretary Signature \_\_\_\_\_

PTA Treasurer Signature \_\_\_\_\_