



Saints Service Organization

Deposit Form

Deposit Instructions:

- Complete this form and include checks and cash received.
- Return the completed form and checks and cash to the main office in an envelope marked **SSO Treasurer**.
- Submit deposits within 2 weeks of the event.
- All deposits must be made by June 15th of the current school year.

Person making deposit: _____

Name of event or program associated with deposit: _____

Details of Deposit:

Date of deposit: _____

Number of checks: _____ Total amount of checks: _____

Total amount of cash: _____

Total amount to be deposited: _____

Signature of Depositor: _____ Date: _____

Treasurer notes:

☐ Deposit and payments received

Signature of Treasurer: _____ Date: _____