

**BRENNEN ELEMENTARY SCHOOL**  
**4438 DEVEREAUX ROAD**  
**COLUMBIA, SOUTH CAROLINA 29205**

**PTO DEPOSIT REQUEST**

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

REQUESTED BY: \_\_\_\_\_

Phone: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

Phone: \_\_\_\_\_

(Committee Chair)

**Checks**

Amount	Budget Line Item Description
\$	

**Cash**

Amount	Budget Line Item Description
\$	

TOTAL AMOUNT OF DEPOSIT \$ \_\_\_\_\_

TOTAL # OF CHECKS ATTACHED \_\_\_\_\_

*To Be Completed by PTO Treasurer:*

Deposit Date	Amount	Budget Line Item Description