DEPOSIT FORM
2016 – 2017

To: Jennifer Chan, Assistant Treasurer

From: _____ Committee

Date: _____

Coins _____

Currency _____

Checks _____

TOTAL _____

Deposit Breakdown

Budget Category	Amount

Cash Breakdown:

$1 x _____ $10 x _____

$5 x _____ $20 x _____

CHECKS (List individually)

Name	Check #	Amount
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
Subtotal of checks		**$**

CHECKS (continued)

Name	Check #	Amount
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
Subtotal of checks		**$**

Signature of Person Submitting Deposit: _____ Print Name: _____

Signature of Person Verifying Deposit: _____ Print Name: _____