

SCHS All-Sports Booster Club Itemized Receipt of Funds Form

(To be used when giving funds to the Treasurer)

Event _____ Sport _____ Date _____

V.P./Chairman/Coach _____ Phone # _____

Person completing form _____ Phone # _____

(Please make sure that there are always 2 people counting money to ensure the reliability of the count. Do not deposit the funds that you are counting, give the funds to the Treasurer.)

Cash:

Bills	#	Total (A)	Petty Cash (C)	Deposit (E)
\$1				
\$2				
\$5				
\$10				
\$20				
\$50				
\$100				
Total				

Total Bills

\$ _____

Coins	#	Total (B)	Petty Cash (D)	Deposit (F)
Pennies				
Nickels				
Dimes				
Quarters				
Fifty Cent				
Dollar				
Total				

Total Coins

\$ _____

Total Cash (A+B)

\$ _____

Total Checks

\$ _____

Less Petty Cash (C+D)

\$ _____

Total Deposit (E+F)

\$ _____

Counter's Signature (1) _____

Counter's Signature (2) _____ Date _____

Received by Treasurer _____ Date _____