

# London ISD-DEPOSIT FORM

Club/Organization Name: \_\_\_\_\_ Club # \_\_\_\_\_

Reason for Deposit: \_\_\_\_\_ Date: \_\_\_\_\_

Check #	Payee Name	Amount
1		\$
2		\$
3		\$
4		\$
5		\$
6		\$
7		\$
8		\$
9		\$
10		\$
11		\$
12		\$
13		\$
14		\$
15		\$
16		\$
17		\$
18		\$
19		\$
20		\$
21		\$
22		\$
23		\$
24		\$
25		\$
26		\$
27		\$
Check Total		_____
Check Total pg 2		_____
<b>TOTAL CHECKS</b>		

**Checklist:**

- Pull out start up cash in small bills before completing deposit form if applicable
- Turn in to school office for safekeeping ASAP
- Coins should be wrapped
- Must be counted by two people

**Coins**

\_\_\_\_\_ @ \$ .50 = \_\_\_\_\_

\_\_\_\_\_ @ \$ .25 = \_\_\_\_\_

\_\_\_\_\_ @ \$ .10 = \_\_\_\_\_

\_\_\_\_\_ @ \$ .05 = \_\_\_\_\_

\_\_\_\_\_ @ \$ .01 = \_\_\_\_\_

**Total Coins** \$ \_\_\_\_\_

**Currency**

\_\_\_\_\_ @ \$100.00 = \_\_\_\_\_

\_\_\_\_\_ @ \$ 50.00 = \_\_\_\_\_

\_\_\_\_\_ @ \$ 20.00 = \_\_\_\_\_

\_\_\_\_\_ @ \$ 10.00 = \_\_\_\_\_

\_\_\_\_\_ @ \$ 5.00 = \_\_\_\_\_

\_\_\_\_\_ @ \$ 1.00 = \_\_\_\_\_

**Total Currency** \$ \_\_\_\_\_

**Checks Total** \$ \_\_\_\_\_

**DEPOSIT TOTAL** \$ \_\_\_\_\_

**\*\*All monies are required to be counted by 2 people before sending to Business Office\*\***

Counted by:(print) \_\_\_\_\_ (signature) \_\_\_\_\_ Date: \_\_\_\_\_

Verified by:(print) \_\_\_\_\_ (signature) \_\_\_\_\_ Date: \_\_\_\_\_

*Business Office Use*      Date Received: \_\_\_\_\_      Receipt #: \_\_\_\_\_

   Deposit Date: \_\_\_\_\_      Total Deposit Amount: \_\_\_\_\_

checks pg 2

Check #	Payee Name	Amount
28		\$
29		\$
30		\$
31		\$
32		\$
33		\$
34		\$
35		\$
36		\$
37		\$
38		\$
39		\$
40		\$
41		\$
42		\$
43		\$
44		\$
45		\$
46		\$
47		\$
48		\$
49		\$
50		\$
51		\$
52		\$
53		\$
54		\$
55		\$
56		\$
57		\$
58		\$
59		\$
60		\$
61		\$
62		\$
Check Subtotal		

