Tabulation of Monies Form

This form is to be used for all monies collected. This form shall list the names from whom the monies were received and the amounts of money that each person submitted.

The sponsors/teachers are required to fill out form and attach copies of checks for all monies collected.

SECTION 1 – GENERAL INFORMATION						
Campus Name	Campus Name Name of Activity Fund Club or Organization					
	Account	Account Number			Taxable	
Date Money Collected		Sponsor/Person Collecting the Money			Yes No	
·			, ,			
Purpose of Co	ollection (be specific up to 30 c	haracters long; thi	s is the description that will be used when posted in the system	n)		
		SECTION 2 - MONEY COLLECTIONS				
Name		ount	Name	Amount		
	Cash	Check		Cash	Check	
	SECTION	3. CURRI	ENCY TARIII ATION			
Quantity Currency Enter Total Quantity Enter Total Enter Total						
Denomination X \$ 1.00 =	Denomination X \$1.00	=				
x \$ 5.00 =	x 50¢	=	Total Checks	·		
x \$ 10.00 =	x 25¢	=		<u> </u>		
x \$ 20.00 =	x 10¢	=	Total Cash	l		
x \$ 50.00 =	x 5¢	=				
x \$ 100.00 =	x 1¢	=	TOTAL AMOUNT DEPOSITED			
Total	Total					
SECTION 4 - ACKNOWLEDGEMENT & REQUIRED SIGNATURES I certify that all the information included in this form is accurate. Sign and date below. (Sponsor's and Verified By signatures cannot be the same person)						
Sponsor's S		e. sign ana dat	below. (Sponsor's and Verified By signatures cannot be the same person) Verified By			