

AUBURN RIVERSIDE HIGH SCHOOL BOOSTER CLUB

DEPOSIT FORM (CASH &/OR CHECKS)

Contact Sara Wold, Treasurer at 253-343-4570, or arhsbooster@gmail.com

*****DO NOT DROP OFF ANY MONEY AT SCHOOL*****

Team/Club: _____

Date: _____

Contact Person: _____

Phone: _____

Event: _____

COINS	# of coins	Amount	BILLS	# of bills	Amount
Dollars		\$	\$100s		\$
Half-Dollars		\$	\$50s		\$
Quarters		\$	\$20s		\$
Dimes		\$	\$10s		\$
Nickels		\$	\$5s		\$
Pennies		\$	\$2s		\$
			\$1s		\$
COINS SUBTOTAL: \$			BILLS SUBTOTAL: \$		

Checks: Please list all check #s and amounts here ... if you need more space use the back.

Check #	Amount	Check #	Amount	Check #	Amount	Check #	Amount
#	\$	#	\$	#	\$	#	\$
#	\$	#	\$	#	\$	#	\$
#	\$	#	\$	#	\$	#	\$
CHECKS SUBTOTAL: \$							

DEPOSIT GRAND TOTAL: \$

Signature: _____

Date: _____

How to use this form:

- 1) At the end of the event (or collected from a long-term event), count all money. *(Ideally, two adult counters will each count the money.)*
- 2) Complete the form.
- 3) Sign the form.
- 4) Make a copy of the completed form for the committee records.
- 5) Give the original form and the entire deposit to the Treasurer, President, or Secretary.

Do not drop off any money at school. The office WILL NOT accept any money for Booster Club