

Conway School Association
Summary of Funds Received - Deposit Form

Name of Event/Committee: _____

Coins:

Pennies	x .01 =	\$	
Nickels	x .05 =	\$	
Dimes	x .10 =	\$	
Quarters	x .25 =	\$	
Other		\$	

TOTAL IN COINS \$ _____

Bills:

One	x 1.00	\$	
Five	x 5.00	\$	
Ten	x 10.00	\$	
Twenty	x 20.00	\$	
Fifty	x 50.00	\$	
Hundred	x 100.00	\$	

TOTAL IN BILLS \$ _____

Checks:

Total Number of Checks: _____ Total Amount of Checks: \$ _____

Attach a printed spreadsheet of all checks (name and amount) to this form. Also, email the treasurer with a file of said spreadsheet.

TOTAL DEPOSITS (cash + checks) \$ _____

MONEY Counted By:

Print Name	Signature	Date
1.		
2. Vice President:		
3. Treasurer:		

All deposits must be counted by 2 individuals and the treasurer, who must sign this form. Money should be hand delivered to the current CSA Treasurer.