

TABULATION OF MONIES COLLECTED

To be used to document the collection of **ALL** money. This original form will accompany the deposit slip and money to the bank and will be maintained in the Business Office. Please keep a copy for your campus records.

Organization: _____ Purpose of Collection: _____

	PRINTED NAME	CHECK#/CASH	AMOUNT
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
Total Amount of column:			\$ -

CASH	Qty	
50.00		0.00
20.00		0.00
10.00		0.00
5.00		0.00
2.00		0.00
1.00		0.00
Change:		
TOTAL CASH	\$	-
TOTAL CHECKS		
Total Deposit	\$	-

Faculty Sponsor's Signature: _____ Date: ____/____/____

Bookkeeper Signature: _____ Date: ____/____/____

NOTES: _____