

**Deposit/Receipt Voucher Form**

Date \_\_\_\_\_

Committee/Event \_\_\_\_\_

Description \_\_\_\_\_

If items/admissions were sold please list below:

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

**Total amount sold:** \$ \_\_\_\_\_ (a)

Attach separate sheet if necessary

Specific Cash Amounts: \$ \_\_\_\_\_ 50's  
\$ \_\_\_\_\_ 20's  
\$ \_\_\_\_\_ 10's  
\$ \_\_\_\_\_ 5's  
\$ \_\_\_\_\_ 1's  
\$ \_\_\_\_\_ coins total

Total Cash: \$ \_\_\_\_\_  
Total Checks \$ \_\_\_\_\_ # of Checks \_\_\_\_\_

Total Deposit Amount \$ \_\_\_\_\_ (b)

**Amount (a) MUST be equal to amount (b)**

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

-----  
**Treasurer's Portion**

Date Received: \_\_\_\_\_

Budget Category: \_\_\_\_\_

Date Deposited: \_\_\_\_\_

**Deposit/Receipt Voucher Form**

Date \_\_\_\_\_

Committee/Event \_\_\_\_\_

Description \_\_\_\_\_

If items/admissions were sold please list below:

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Qty. \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

**Total amount sold:** \$ \_\_\_\_\_ (a)

Attach separate sheet if necessary

Specific Cash Amounts: \$ \_\_\_\_\_ 50's  
\$ \_\_\_\_\_ 20's  
\$ \_\_\_\_\_ 10's  
\$ \_\_\_\_\_ 5's  
\$ \_\_\_\_\_ 1's  
\$ \_\_\_\_\_ coins total

Total Cash: \$ \_\_\_\_\_  
Total Checks \$ \_\_\_\_\_ # of Checks \_\_\_\_\_

Total Deposit Amount \$ \_\_\_\_\_ (b)

**Amount (a) MUST be equal to amount (b)**

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

-----  
**Treasurer's Portion**

Date Received: \_\_\_\_\_

Budget Category: \_\_\_\_\_

Date Deposited: \_\_\_\_\_