

**Deposit/Receipt Voucher Form**

Date \_\_\_\_\_

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

Description \_\_\_\_\_

If items/admissions were sold please list below:

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

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**Treasurer's Portion**

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

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

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

**Deposit/Receipt Voucher Form**

Date \_\_\_\_\_

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

Description \_\_\_\_\_

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\$ \_\_\_\_\_ 20's  
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\$ \_\_\_\_\_ 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:** \_\_\_\_\_

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**Treasurer's Portion**

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

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

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