

# MANCOS SCHOOL DISTRICT DEPOSIT FORM

This form must accompany every classroom/fundraising deposit turned into the Central Office. All coins must be rolled to the extent possible. All bills should be turned in the same direction. Two people should count all moneys to be sure this form is correct when handed in at the Central Office.

Classroom/Organization: \_\_\_\_\_

Counted by: \_\_\_\_\_

Description: \_\_\_\_\_

Verified by: \_\_\_\_\_

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

CASH	
Pennies	
Nickels	
Dimes	
Quarters	
Halves	
Ones	
Fives	
Tens	
Twentys	
Other	
<b>TOTAL CASH:</b>	

<b>TOTAL DEPOSIT:</b>
TOTAL CASH:
TOTAL CHECKS:
<b>TOTAL DEPOSIT</b>

CHECKS			
	Last Name	Check #	Amount
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			
<b>TOTAL CHECKS:</b>			

SIGNATURE (Counted by): \_\_\_\_\_

SIGNATURE (Verified by): \_\_\_\_\_

Accepted for Deposit by: \_\_\_\_\_

Date Accepted: \_\_\_\_\_