**FMHS Cross Country / Track
Itemized Deposit Form**

Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Event Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person completing the form: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Line item or event to record deposit to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Please make sure there are always 2 people counting the money to protect the reliability of the count)

1. **Total # of checks \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total amount $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| Bills | Count | Amount |
| $100 |  |  |
| $50 |  |  |
| $20 |  |  |
| $10 |  |  |
| $5 |  |  |
| $2 |  |  |
| $1 |  |  |

 **(2) Total Bills: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| Coins | Count | Amount |
| Dollar |  |  |
| 50 cents |  |  |
| Quarters |  |  |
| Dimes |  |  |
| Nickels |  |  |
| Pennies |  |  |

1. **Total Coins $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Total Deposit $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
(1,2 & 3)

Counter Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Counter Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Treasurer Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Deposit Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_