

DEPOSIT FORM

ASSOCIATED STUDENTS OF COLUMBIA COLLEGE

Make sure to complete the Right side of the Form



Club Information

Club Name or Student Organization: _____

Event Name: _____

Event Date: _____

Account Number: _____

Dollar Amount Received per Category Below

	Hot Food Sale _____
Description: _____	
Cold Food Sale _____	
Description: _____	
Candy Sale _____	
Carbonated Drinks _____	
Non-Carbonated Drinks _____	
Bake Sale _____	
Book Sale _____	
Flower Sale _____	
T-Shirts/Sweatshirt Sale _____	
Dance/Show/Concert _____	
Membership Dues _____	
Donations _____	
Car Wash _____	
Auction Sale _____	
Taxable Ticket Sale(Lunch, Dinner) _____	
Plant Sale _____	
Other _____	
Description: _____	

Money Count

Bills	\$ Amount	Coin	\$ Amount
\$100	_____	\$1.00	_____
\$50	_____	\$0.50	_____
\$20	_____	\$0.25	_____
\$10	_____	\$0.10	_____
\$5	_____	\$0.05	_____
\$2	_____	\$0.01	_____
\$1	_____		_____

A Total of Cash and Coin _____

Checks

B Total Value of Checks Received _____
(Attach a Calculator Tape totaling all checks)

Cash Box

C Starting Amount in Cash Box _____
(if there was no cash box used enter 0)

Total of Categories Above _____
(Category Total must equal Total Event Revenue)

A	Total of Cash and Coin	_____
B	Total Value of Checks Received	_____
C	Starting Amount in Cash Box	_____
A + B	Total Deposit	_____
A+B-C	Total Revenue	_____

(Use the right side of this form to identify how the Total Revenue was received)

Signatures:

ASMJC President (Designee)/Club Officer _____

ASMJC/Club Advisor _____

