

**SADDLEBACK COLLEGE FOUNDATION
FUNDRAISING EVENTS/ACTIVITIES DEPOSIT WORKSHEET**

Division/Department: _____

Date of Deposit: _____

Event Name: _____ Event Date: _____

Receipt Numbers: _____



ITEMS SOLD

<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Amount</u>
_____	_____	_____	_____
_____	_____	_____	_____



AMOUNT COLLECTED

Number of Checks: _____ Total of Checks \$ _____

Deposit Advice No.(s) _____

Currency:

Quantity -

_____ X \$100 = \$ _____ Total Currency \$ _____

_____ X \$50 = \$ _____ Total Coin \$ _____

_____ X \$20 = \$ _____ Total Deposit \$ _____

_____ X \$10 = \$ _____

_____ X \$5 = \$ _____

_____ X \$1 = \$ _____

Coin = \$ _____

Account Number: _____ Account Name: _____

Prepared by: _____

Verified By: _____
Foundation Office Use Only

Receipt Number: _____

Copies to Business Services Department and Foundation Office