

# RECEIPT OF FUNDS / DEPOSITS FORM

2023-2024 Fiscal Year

Contact Meghann Morton (meghannmorton@gmail.com) with questions.

DATE FUNDS DEPOSITED \_\_\_\_\_

BUDGET ACCOUNT TO BE CREDITED

|       |    |
|-------|----|
| _____ | \$ |
| _____ | \$ |
| Total | \$ |

(Should match A or B)

A. BANK DEPOSIT (Attach BB&T deposit slip to the back of this form)

CASH: \$ \_\_\_\_\_

CHECKS: \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

NAME OF PERSON WHO MADE DEPOSIT (Please print): \_\_\_\_\_

SIGNATURE OF PERSON WHO MADE DEPOSIT: \_\_\_\_\_

NAME OF 2ND PERSON COUNTING FUNDS\*: \_\_\_\_\_

(Dual control is required for all direct deposits)

\*Cave, instead of second signature, check here if Safe Deposit forms are attached. \_\_\_\_\_

**OR**

B. PAYPAL/SQUARE (circle one)

GROSS PROCEEDS: \$ \_\_\_\_\_

FEES: \$ \_\_\_\_\_

NET DEPOSIT: \$ \_\_\_\_\_

SOURCE OF INFORMATION: \_\_\_\_\_

Treasurer Use Only:

Direct Deposit match BB&T statement? \_\_\_\_\_ Recorded in Money Minder? \_\_\_\_\_

Treasurer's Signature: \_\_\_\_\_