



Treasurer's Notes:  
 Dep Date: \_\_\_\_\_  
 Deposit #: \_\_\_\_\_

**Elkins ProGrad Deposit Form**  
 (To be used when giving funds to Treasurer)

**Fundraising Pgm:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Form Preparer:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Deposit Summary**

<u>Coins:</u>	Qty	\$ Amt	<u>Bills:</u>	Qty	\$ Amt
Pennies	_____		\$1	_____	_____
Nickels	_____		\$5	_____	_____
Dimes	_____		\$10	_____	_____
Quarters	_____		\$20	_____	_____
Fifty Cent Pcs	_____		\$50	_____	_____
Silver Dollars	_____		\$100	_____	_____
Total Coins: _____ (A)			Total Bills: _____ (B)		
			Total Cash: _____ (A) + (B)		
 <u>Checks:</u>					
<u>Check #</u>	<u>Vendor Name</u>				<u>Amount</u>
_____	_____				_____
_____	_____				_____
_____	_____				_____
_____	_____				_____
_____	_____				_____
_____	_____				_____
_____	_____				_____
_____	_____				_____
_____	_____				_____
_____	_____				_____
_____	_____				_____
Total Checks:					_____
TOTAL DEPOSIT:					_____

Budget Category to Receive Income	Amount
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1) _____	_____
2) _____	_____
3) _____	_____

**Counter 1**
**Counter 2**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_  
 (Two Member's Signatures are required)

Reviewed by Treasurer: \_\_\_\_\_