

# 2018-2019 MINOOKA C.C.S.D. #201 MONEY COLLECTION / BANK DEPOSIT REPORT

**PRINT CLEARLY**

**A)** Today's date: \_\_\_\_\_

Money collected and counted by: \_\_\_\_\_

Amount collected: \$ \_\_\_\_\_.

Reason for collection: (Lunch, Fieldtrip, Locks, etc.) \_\_\_\_\_  
*(If not a "standard" deposit, also forward a copy of check and/or any back-up documentation)*

Building:

_____ MES	_____ MPC	_____ JH	_____ WT
_____ AUX	_____ MIS	_____ JNS	_____ D.O.
_____ OTHER (Please Specify)			

**B) DEPOSIT DETAIL**

Currency \$ \_\_\_\_\_

Coin \$ \_\_\_\_\_

Checks \$ \_\_\_\_\_

**Total deposit amount:** \$ \_\_\_\_\_

Forward this form along with a copy of the deposit slip to the Business Office.

Deposit date: \_\_\_\_\_

Deposit amount verified and made by: \_\_\_\_\_

**C) FOR BUSINESS OFFICE USE ONLY**

<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
_____	\$ _____.
_____	\$ _____.
_____	\$ _____.
_____	\$ _____.