Fremont County School District #2

2016-2017 Activity Fund Deposit

Checks $_____

Bills $_____

Coin (please roll if possible) $_____

Total Deposit $_____

***Activity Account #** _____
***Activity Account Name**_____
**Event Description*_____

_____
Date_____
Counted by_____

**= required information*

Sponsor Signature_____

==========

Business Office Recount_____

Receipt #_____

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Business Office Recount_____

Receipt #_____

Deposit Verification Worksheet

Personal Checks

Last Name	Check #	Amount
1.		•
2.		•
3.		•
4.		•
5.		•
6.		•
7.		•
8.		•
9.		•
10.		•
11.		•
12.		•
	Total Personal Checks	•

Cash (Bills)

Denomination		Amount
$100 Bills		•
$ 50 Bills		•
$ 20 Bills		•
$ 10 Bills		•
$ 5 Bills		•
$ 1 Bills		•
$ Other		•
	Total Cash (Bills)	•

Coins

Denomination		Amount
$1.00 Coin		•
Fifty Cent Pieces		•
Quarters		•
Dimes		•
Nickels		•
Pennies		•
	Total Coins	

Bundle Instructions:

$20 Bills:	Paperclip into $300.00 bundles (15 $20 Bills)
$10 Bills:	Paperclip into $200.00 bundles (20 $10 Bills)
$ 5 Bills	Paperclip into $100.00 bundles (20 $ 5 Bills)
$ 1 Bills	Paperclip into $ 25.00 bundles (25 $ 1 Bills)

Roll coins using bank roll paper tubes for the respective denomination

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1.		•
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