

Freeman High School ASB

# DEPOSIT RECORD

Fundraiser Event \_\_\_\_\_

Date \_\_\_\_\_

Club/Sport Name \_\_\_\_\_

Acct # \_\_\_\_\_

Location of Sale \_\_\_\_\_

| <u>ITEMS SOLD</u>             | <u># SOLD</u> | <u>PRICE</u> | <u>TOTAL</u> |
|-------------------------------|---------------|--------------|--------------|
| _____                         | _____         | _____        | _____        |
| _____                         | _____         | _____        | _____        |
| _____                         | _____         | _____        | _____        |
| _____                         | _____         | _____        | _____        |
| <b><u>TOTAL SALES (A)</u></b> |               |              | _____        |

## CASH COUNT SHEET

|                                 |         |   |       |                             |          |   |       |
|---------------------------------|---------|---|-------|-----------------------------|----------|---|-------|
| _____                           | X \$100 | = | _____ | _____                       | X \$1.00 | = | _____ |
| _____                           | X \$50  | = | _____ | _____                       | X \$0.50 | = | _____ |
| _____                           | X \$20  | = | _____ | _____                       | X \$0.25 | = | _____ |
| _____                           | X \$10  | = | _____ | _____                       | X \$0.10 | = | _____ |
| _____                           | X \$5   | = | _____ | _____                       | X \$0.05 | = | _____ |
| _____                           | X \$1   | = | _____ | _____                       | X \$0.01 | = | _____ |
| <b>TOTAL CURRENCY (B)</b> _____ |         |   |       | <b>TOTAL COIN (C)</b> _____ |          |   |       |

|                                 |  |                                |       |
|---------------------------------|--|--------------------------------|-------|
|                                 |  | 1. Total Currency (B+C)        | _____ |
|                                 |  | 2. Total Checks                | _____ |
| Counted By (Sign & Print) _____ |  | 3. Less Starting Change        | _____ |
| Counted By (Sign & Print) _____ |  | 4. TOTAL DEPOSIT (1+2-3)       | _____ |
| ASB Bookkeeper _____            |  | 5. TOTAL CC (from report)      | _____ |
|                                 |  | <b>GRAND TOTAL SALES (4+5)</b> | _____ |
|                                 |  | OVER/SHORT*                    | _____ |

\*If total sales (A) does not match grand total sales, please list amount over/short above and document the reason here: \_\_\_\_\_

\_\_\_\_\_