

PCHS Athletic Booster Club Funds Collection

PURPOSE/EVENTS: _____

AMOUNT COLLECTED: _____ DATE: _____

Checks \$ _____ Cash \$ _____ Coins \$ _____

**Notes: _____

COUNTED BY: _____

SIGNATURE

Phone no: _____

DATE: _____

PRINT NAME

COUNTED BY: _____

SIGNATURE

Phone no: _____

DATE: _____

PRINT NAME

AUDITED BY: _____

(Treasurer) SIGNATURE

DATE: _____

PRINT NAME

DATE DEPOSITED: _____

6/13/08

Instructions:

Deposit Notification to: lauramckinney@nc.rr.com or kberry2@nc.rr.com

1. Two people should count monies and sign form.
2. Include calculator tape for check total, whenever possible.
3. Bundle bills in groups using paper clips or rubber bands.
4. Please submit form and money to treasurer or designee for deposit.