

Howard Huskies
MONEY DEPOSIT FORM

Name: _____ Date: _____
 Team: _____
 Activity or Purpose: _____
 Account Name: _____

- ▶ Turn all bills and checks in the same direction; do not fold.
- ▶ Remove any staples from checks.
- ▶ Coins in large amounts should be rolled. Request a coin envelope for small amounts of coins.

BILLS:	Number of Bills	Total Amount
\$100.00	_____	_____
50.00	_____	_____
20.00	_____	_____
10.00	_____	_____
5.00	_____	_____
1.00	_____	_____
Grand Total of all Bills:		○

COINS:	# of Loose Coins	# of Rolled Coins	Total Amount
Dollar	_____	_____	_____
Quarters	_____	_____	_____
Dimes	_____	_____	_____
Nickels	_____	_____	_____
Pennies	_____	_____	_____
Grand Total of all Coins:			○

CHECKS*:	Amount Check is written for	# of Checks in that amount	Total Amount
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
Grand Total of all Checks:			○

.....
 • *More •
 • spaces on •
 • back for •
 • checks if •
 • needed •
 •
 •
 •

Grand Total of Deposit: ○

90% / 10% adjustment if applicable :

Grand Total of deposit	○	X .10 =	○	Grand total – 10%	○
			Amount placed in clubs general fund		Amount credited to team account

