



## Cash/Checks Receipt Form

| Received From  | Purpose/Event | Cash | Check # | Budget Line Item/Acct # | Amount          |
|--|---------------|------|---------|-------------------------|-----------------|
|  |               |      |         |                         |                 |
|  |               |      |         |                         |                 |
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|  |               |      |         |                         |                 |
|  |               |      |         |                         |                 |
|  |               |      |         |                         |                 |
| <b>Sub-Total CASH \$ _____ Sub-Total CHECKS \$ _____</b> |               |      |         | <b>Total</b>            | <b>\$ _____</b> |

**\*\* See current Budget for Line Item/Acct # to be charged. \*\***

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_  
Committee Chair

Received by: \_\_\_\_\_ Date: \_\_\_\_\_  
Treasurer

Deposit Recorded  
 On Check Stub #: \_\_\_\_\_ Date of Deposit: \_\_\_\_\_