

Vista Athletic Boosters / The Talon Club

DEPOSIT FORM

Check One Box (only): Fundraising Parent Donation Other

Sport: _____ Date: _____

Activity/Event: _____

COINS		Qty	=	\$
\$	0.01	_____	=	\$ -
\$	0.05	_____	=	\$ -
\$	0.10	_____	=	\$ -
\$	0.25	_____	=	\$ -
\$	0.50	_____	=	\$ -
\$	1.00	_____	=	\$ -
Coin total				\$ -

CURRENCY		Qty	=	\$
\$	1.00	_____	=	\$ -
\$	2.00	_____	=	\$ -
\$	5.00	_____	=	\$ -
\$	10.00	_____	=	\$ -
\$	20.00	_____	=	\$ -
\$	50.00	_____	=	\$ -
\$	100.00	_____	=	\$ -
Currency Total				\$ -

CHECKS List amounts below or attach a list of itemized checks as needed. VAB recommends you copy the checks before putting the deposit in the safe.

Amount \$	Ck#

Amount \$	Ck#

Amount \$	Ck#

Checks Total: \$ -

OR Checks total from attached list: _____

Grand Total: \$ -
(Coins + Currency + Checks)

Submitted by: _____
 Print Name: _____
 Signature: _____
 Email: _____

Verified by: (MUST be verified with 2nd signature if depositing cash.)
 Print Name: _____
 Signature: _____
 Email: _____

Rec'd By (Financial Secretary Initials/Date): _____

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Vista Athletic Boosters requires the deposit paperwork to be filled completely out (i.e.: date, itemized checks and check numbers, 2nd verification signature when depositing cash...) Keep cash, coins, and checks separated as recorded. VAB also reserves the right to charge a fee when deposit errors result in an excess amount of time to resolve. Incomplete deposits may be returned. Drop off prepared deposits in the VAB safe located in the school office. Following these procedures allows us to process your deposits accurately and quickly.
GO EAGLES!!!