|  |  |  |  |
| --- | --- | --- | --- |
| Chapter Name: |  | Date: |  |
| Preparer Name: |  | Phone Number: |  |
| Project/Category: |  | Deposit Amount**:** |  |

**Complete the following information for your deposit:**

*Note: When you click on the cash and check tables an Excel File will let you enter information, which will auto calculate your total for cash and checks):*

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|  |  |  |  |
| --- | --- | --- | --- |
| Accepted by: |  | Date: |  |
| Confirmed by: |  | Date: |  |

All cash deposits require two-chapter representatives to collectively count and sign verifying amount.

If total number of checks exceed space available, please include your separate detailed list.