

**JACKSBORO INDEPENDENT SCHOOL DISTRICT  
DEPOSIT WORKSHEET**



Purpose: Documentation for monies collected. The Sponsor shall total, sign, and date the form. The money count box should be completed at the bottom. Activity fund sponsors should submit the form with money collected to the campus office who will then send to the JISD Business Office for deposit.  
**This form should be used when receipts are not given to individuals for money received.**

Funds Collected for: \_\_\_\_\_

Acct.# \_\_\_\_\_

NAME	DATE	AMOUNT	CK#
<b>TOTAL</b>		\$ -	

NAME	DATE	AMOUNT	CK#
<b>TOTAL</b>		\$ -	

Sponsor Signature \_\_\_\_\_

Date \_\_\_\_\_

**Money Count (to be completed by sponsor)**

<b>Checks</b>		<b>Quarters</b>	
\$100s		Dimes	
\$50s		Nickels	
\$20s		Pennies	
\$10s		Other	
\$5s			
\$1s		<b>Total</b>	\$ -

**Office Use Only:**

<b>Bookkeeper Signature</b>	
<b>Date</b>	
<b>Receipt #</b>	
<b>Amount</b>	

<b>For Sponsor Records</b>	
Account Beginning Balance	_____
This Transaction	_____
New Balance	_____