



Deposit Voucher Form

2019-20

- All cash and checks must be delivered to the **school office** with this form filled out and placed in an envelope addressed to the BPC Treasurer.
- Cash should be sorted by denomination and placed in an envelope with a bill count.
- Checks include a spreadsheet containing the last name on the check, student's name, check number and check amount. Please no staples.
- **All checks must be payable to Brook Park Council or BPC.**
- When advertising/collecting money, please note *"NSF" fees are payee's responsibility.*
- Questions? bpctreasurer01@gmail.com or www.brookparkcouncil.org

Date:		
Name:		
Phone Number &/or Email:		
Event Name:		
Committee Name:		
	TOTAL \$ AMOUNT	TOTAL # OF ITEMS
CASH		
CHECKS		

TREASURER'S NOTES

DATE RECEIVED: _____

DEPOSIT AMOUNT: _____

DEPOSIT DATE: _____

TRANSACTION #: _____

The Brook Park Council is a 501(c)(3) tax-exempt organization. Our Illinois tax exemption identification number is E9948-2738-04.

Updated 8/14/19

Questions? bpctreasurer01@gmail.com or <http://www.brookparkcouncil.org>