**RIOT Theatre Booster**

**DEPOSIT**

Itemized Receipt Form

(To be used when giving funds to Treasurer)

# Event Date

#

# Organizer Phone No.

# Person completing form Phone No.

#  (Please make sure that there are always 2 people counting money to protect the reliability of the count)

#

|  |  |  |
| --- | --- | --- |
| **Bills** | **#** | **Amount** |
| $100 |  |  |
| $50 |  |  |
| $20 |  |  |
| $10 |  |  |
| $5 |  |  |
| $2 |  |  |
| $1 |  |  |
| **Total** |  |  |

 **Total Bills $**

|  |  |  |
| --- | --- | --- |
| **Coins** | **#** |  **Amount** |
| Dollar |  |  |
| 50 Cent |  |  |
| Quarters |  |  |
| Dimes |  |  |
| Nickels |  |  |
| Pennies |  |  |
| **Total** |  |  |

 **Total Coins $**

####  **Total Cash $ \_\_\_\_\_**

**Total of Checks $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(attach a tape/written account if possible)**

 **Total Deposit $ \_\_\_\_\_**

**Counter’s Signature Counter’s Signature Date**

**Received by Treasurer Date**