

# Somerset Friends of Music

P.O. Box 242 - Somerset, MA 02726

friendsofmusic1972@gmail.com

## Receipt of Funds Form

Complete both sides of this form and return it with money collected. There must be two people to count and sign this form, confirming the amount being submitted. Place the money and form in envelope and return to the Treasurer or President following the collection/event.

Date Submitted: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Group: \_\_\_\_\_

Account to Deposit: \_\_\_\_\_

Event & Date (if applicable): \_\_\_\_\_

Purpose/Justification for Deposit: \_\_\_\_\_

\_\_\_\_\_

### Submitter Count

### Treasurer/President Count

**CASH Submitted**      \$ \_\_\_\_\_

**CASH Verified**      \$ \_\_\_\_\_

**CHECKS Submitted**      \$ \_\_\_\_\_

**CHECKS Verified**      \$ \_\_\_\_\_

**TOTAL Submitted**      \$ \_\_\_\_\_

**TOTAL Verified**      \$ \_\_\_\_\_

**1<sup>st</sup> Count By:** \_\_\_\_\_

**2<sup>nd</sup> Count By:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

### **Internal Use:**

- |                                    |  |   |   |
|------------------------------------|--|---|---|
| <input type="checkbox"/> Concert   | <input type="checkbox"/> Jazz          | <input type="checkbox"/> NESCC          | <input type="checkbox"/> Fundraising: _____ |
| <input type="checkbox"/> Donations | <input type="checkbox"/> Marching Arts | <input type="checkbox"/> Show Choir     | <input type="checkbox"/> Scholarship: _____ |
| <input type="checkbox"/> Drama     | <input type="checkbox"/> Middle        | <input type="checkbox"/> Strings        |   |
| <input type="checkbox"/> Festivals | <input type="checkbox"/> Musictown     | <input type="checkbox"/> Transportation |   |
| <input type="checkbox"/> Friends   | <input type="checkbox"/> NESBA         | <input type="checkbox"/> Trip Disney    |   |

**Deposited on:** \_\_\_\_\_

**Total deposited \$** \_\_\_\_\_

Attach bank deposit receipt

Recorded QuickBooks \_\_\_\_\_

CH#	\$\$	Name

CH#	\$\$	Name