

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 \$ _____

1st Count By: _____

2nd Count By: _____

Signature: _____

Internal Use:

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

Deposited on: _____

Total deposited \$ _____

Attach bank deposit receipt

Recorded QuickBooks _____

