



Summary of Deposit Form

Associated Students of Cerritos College

If including checks in your deposit:

- Checks should be payable to "ASCC" or "Cerritos College". Include club/organization name on check memo line.
- Confirm check is signed by the donor.
- Do NOT sign or endorse on the back of the check. Accounting will endorse the check.
- Copies of the check(s) MUST be attached to the deposit form, along with the original checks.

Date: _____

Account Name: _____ Account Number: _____

Advisor of Group: _____ extension: _____

Name of Depositor: _____

Money was collected from (ie: bake sale, TV taping): _____

Money will be used for: _____

CURRENCY:

COINS:

CHECKS:

____ x 100 \$ _____

____ x Silver Dollars \$ _____

_____ \$ _____

____ x 50 \$ _____

____ x Halves \$ _____

_____ \$ _____

____ x 20 \$ _____

____ x Quarters \$ _____

_____ \$ _____

____ x 10 \$ _____

____ x Dimes \$ _____

_____ \$ _____

____ x 5 \$ _____

____ x Nickels \$ _____

_____ \$ _____

____ x 2 \$ _____

____ x Pennies \$ _____

_____ \$ _____

____ x 1 \$ _____

Total amount in Currency: \$ _____

Total amount in Coins: \$ _____

Total amount in Checks: \$ _____

Grand Total of Deposit: \$ _____

SIGNATURE of Depositor: _____ Title: _____

Please submit this completed form along with your club/organization deposit to the PAYROLL window.