

SCHOOL NAME _____

TALLY SHEET DATE _____

GL #	Description	Currency	Coin	Checks	Total
401.1	Parental Payments				
401.2	Tuition Assistance Program				
401.3	Other Scholarship Income				
401.4	Adopt-a-Student				
411.0	Mandated Service (State Aid)				
413.0	Fees				
414.0	Books				
415.0	Bingo Income				
416.0	Fund Raising (specify) _____				
417.0	Donations				
418.1	Unrestricted Bequests				
418.2	Restricted Bequests				
419.0	Interest				
420.0	Other Income (specify) _____				
421.0	Student Activity Income				
422.0	Return of Loans from DLA				
440.1	Cafeteria Sales				
440.2	Cafeteria Subsidy				
460.0	Latch Key				
	Total:	(A)	(B)	(C)	(D)

SCHOOL NAME _____

TALLY SHEET DATE _____

Currency and Coin Reconciliation:

Currency	Quantity	Total (currency x quantity)	Coin	Quantity	Total (coin x quantity)
Other			Other		
\$50.00			\$0.25		
\$20.00			\$0.10		
\$10.00			\$0.05		
\$5.00			\$0.01		
\$1.00					
Page 1	Grand Total Curr:	(A):	Page 1	Grand Total Coin:	(B):

Total Check (C): \$ _____ (Note: this amount should agree to total checks from page 1 and the checks tape total that goes with the deposit slip to the bank).

Deposit Slip Totals:

Currency:	(A):
Coin:	(B):
Total Checks:	(C):
Deposit Amount:	(D):

Note: Totals A, B, C and D from above should match the totals for the same letters on page 1 of 2.

*****PLEASE SUBMIT FORM TO PASTOR/PRINCIPAL AFTER COMPLETION*****

Counters' Signatures:	

Pastor's or Principal's Signature: (Note: Deposit amount (D) reconciles with bank stamped amount on deposit slip copy).

Sign here:	Date signed:
------------	--------------

This document was created with Win2PDF available at <http://www.win2pdf.com>.
The unregistered version of Win2PDF is for evaluation or non-commercial use only.
This page will not be added after purchasing Win2PDF.