



Number: _____
Issued by Treasurer's Office

PAY IN FORM

Source of Deposit: (List from whom the funds were received. For example, parents, business name, school district, program name, etc.) _____

Purpose of Collection: (Identify purpose of collection such as birdseed sale, student registration, fees, donations, sales, etc.) _____

List currency, coin and checks for deposit separately:

Currency \$ _____

Coin _____

Checks (list separately or attach list):

Total Checks _____

Total Pay In \$ _____

Signature of Person Making Payment: _____

This section is to be completed by Treasurer/Designee:

Amount Received \$ _____

Date Received _____

Name of Payee _____

Treasurer/Designee Signature: _____