

# Money Turn In Form

NO: \_\_\_\_\_

FILE: \_\_\_\_\_

This form is used to deposit monies into a specific ministry/department account and must accompany money turned in to the financial office. Without this form your money will be designated as General Contributions. Please complete this form in its entirety.

Today's Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Your Name & Ministry/Department: \_\_\_\_\_

For what purpose was the money collected? \_\_\_\_\_

## Considerations

- It is recommended that you make a copy of this form for your records prior to submitting to financial office.
- If there is not enough room to list all checks to be deposited, attach an additional list to this form.
- It is recommended that you keep a list of the persons who made cash payments.

## Notes

### \*\*\*\*\* DEPOSIT TICKET \*\*\*\*\*

	DOLLARS	CENTS
<b>CURRENCY</b>		
<b>COINS</b>		
<b>CHECKS (List Separately)</b>		
TOTAL FROM ADDITIONAL SHEET		
<b>TOTAL TO DEPOSIT</b>		

## Church Office Use Only

Received on \_\_\_\_\_ by \_\_\_\_\_ Department Account \_\_\_\_\_

Deposited on \_\_\_\_\_ by \_\_\_\_\_

Posted on \_\_\_\_\_ by \_\_\_\_\_

**Nevils Trinity Baptist Church, Inc.**  
 Marie Waters, Treasurer  
 ©2007 Form MTI