



Porterville College Foundation

Cash & Check Reconciliation Sheet

Please note that accounting for campus funds with the Foundation and ASPC Club accounts must be kept separate. All expenses and proceeds from a campus fund fundraiser/activity must be pulled from and deposited into the designated campus fund account. Groups may not utilize funds from a club account as startup funds for supplies for a campus fund fundraiser/activity and vice versa. Such practice is considered commingling of funds and is not an approved or acceptable accounting practice.

Fund Name: Fund #:

Is this a deposit from a fundraiser? Yes No

Is there an approved fundraiser proposal on file? Yes No

If the deposit is not from a fundraiser, please briefly explain the purpose/intent of the funds and how they were collected:

CURRENCY	# OF BILLS	AMOUNT
\$100.00	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$50.00	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$20.00	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$10.00	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$5.00	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$1.00	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
CASH TOTAL		<input style="width: 300px; height: 20px;" type="text"/>

COIN	# OF COINS	AMOUNT
\$1.00	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$0.50	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$0.25	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$0.10	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$0.05	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
\$0.01	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
COIN TOTAL		<input style="width: 300px; height: 20px;" type="text"/>

CHECKS	# OF CHECKS	AMOUNT
	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 300px; height: 20px;" type="text"/>
CHECK TOTAL		<input style="width: 300px; height: 20px;" type="text"/>
DEPOSIT TOTAL		<input style="width: 300px; height: 20px;" type="text"/>

Submitted By: Date:

Foundation Office Completion

VERIFIED DEPOSIT TOTAL

Received By: Date: