

Fundraising Receipt Form

This form and all fundraising money needs to be submitted to the Campus Life staff located in the Student Activities Center, Suite 223 immediately following your fundraiser. Funds need to be submitted the same day of your fundraiser. If the fundraiser ends after business hours, submit as soon as possible the next business day. It is your responsibility to make sure you see your deposit placed in the drop safe. Receipts will not be issued from Campus Life or the main Student Affairs office.

*Multiple day fundraisers will require multiple receipts.

Please Print Legibly or Type

Student Organization Name: _____

Fundraiser Name: _____

Fundraiser Date: _____

Total Amount Collected: _____

Deposit Funds:

Checks \$ _____

AGENCY ACCOUNT

Cash \$ _____

FOUNDATION ACCOUNT

Coins \$ _____

TOTAL \$ _____

Raised funds are to be designated for the following use:

President or Treasurer

Date

Member Signature

Date

(Office Use Only)

_____ Deposit Amount Confirmed

_____ Deposit Amount Contested

Comments:

Campus Life Staff

Date