EXPENSE AND DEPOSIT REPORT FOR TREASURER

All monies to be deposited or received from Treasurer must be shown on this form. Attach receipts or copies if available.

Show GST paid

NOTE: Event deposits are to be shown on Bank Deposit form

Deposit\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expense/Donation\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:

Expense payable to:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Transaction:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| DATE | AMOUNT/GST | TO/FROM | RECEIPT ATTACHED | EXPLANATION |
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