



# Ladera Ranch Education Foundation - LREF

## DEPOSIT Verification

27762 Antonio Parkway, L1-306, Ladera Ranch, CA 92694  
 Treasurer@LREFonline.org | www.LREFonline.org

(please use a separate deposit slip for each budget category or event)

School: CES \_\_\_ | LRES \_\_\_ | OGES \_\_\_ | LRMS \_\_\_ | SJHHS \_\_\_ | THS \_\_\_

Event: \_\_\_\_\_

Event Date: \_\_\_\_\_

Submitted by: \_\_\_\_\_

\*Budget Category: \_\_\_\_\_  
 \*for LREF Treasurer Use

**Deposit Information:**

Date deposit made: \_\_\_\_\_  
 (attach bank deposit receipt)

<u>Coins:</u>	<u># coins</u>	<u>value</u>	<u>amount</u>
pennies	_____	x \$.01	_____
nickles	_____	x \$.05	_____
dimes	_____	x \$.10	_____
quarters	_____	x \$.25	_____
other	_____		_____
Total			\$ _____

**VERIFICATION Signatures**

Person #1 \_\_\_\_\_

Person #2 \_\_\_\_\_

TWO signers to verify deposit.

<u>Currency:</u>	<u># bills</u>	<u>value</u>	<u>amount</u>
Ones	_____	x \$1.00	_____
Fives	_____	x \$5.00	_____
Tens	_____	x \$10.00	_____
Twentys	_____	x \$20.00	_____
Other	_____		_____
Total			\$ _____

Please note that events with more than 10 deposits may be subject to a fee of \$1 per each additional transaction. LREF recommends consolidating transactions to avoid potential fees.

Please allow a minimum of 10 business days from date deposit is forwarded to LREF until date of payment request to allow for NSF checks. Accounting of event transactions and follow-up of NSF checks will be done by Event Chairman.

Total Checks (from below) \$ \_\_\_\_\_

**Total Deposit** \$ \_\_\_\_\_

<u>Check DATE &amp; #</u>	<u>Last Name</u>	<u>Check Amount</u>
1) _____	_____	\$ _____
2) _____	_____	_____
3) _____	_____	_____
4) _____	_____	_____
5) _____	_____	_____
6) _____	_____	_____
7) _____	_____	_____
8) _____	_____	_____
9) _____	_____	_____
10) _____	_____	_____
11) _____	_____	_____
12) _____	_____	_____
13) _____	_____	_____
14) _____	_____	_____
15) _____	_____	_____
	Total checks page 1	\$ _____
	Total checks page 2	\$ _____
	Total checks:	\$ _____

(record above)

