



Riverside Educational Enrichment Foundation

Enhancing Education, Promoting Excellence

Riverside Educational Enrichment Foundation Financial Transaction Form

DEPOSIT FORM

ALL CHECKS MUST BE MADE OUT TO REEF (note booster in memo)

USE A SEPARATE FORM FOR EACH TYPE OF TRANSACTION
PLEASE DELIVER IN A SEALED ENVELOPE WITH DEPOSIT FORM

Today's Date:

Name:

Phone:

Email:

School:

DEPOSIT

Fund Name:

Source of Funds:

(Example: Donations, ticket sales, auction payments, etc.)

Transaction Type	Total	Transaction Type	Total
Cash		Checks/Check#s	
\$20s-		#	
\$10s-		#	
\$5s-		#	
\$1s-		#	
Change -		#	
Cash Total		Check Total	

Total Deposit: \$ _____

Less 5% Admin Fee \$ _____

AUTHORIZED SIGNATURES

The undersigned warrants and represents that he/she is an authorized signatory for the fund(s) subject to this financial transaction form and that this request has been duly authorized.

School Fund board signature

Print Name

Date

School Fund board signature

Print Name

Date

REEF signature required for receipt of School Funds:

REEF President signature

Print Name

Date

TO RETURN THIS FORM WITH DEPOSIT PLEASE CONTACT:

SANDY RAMIREZ, PRESIDENT

REEF4RUSD@gmail.com – (951) 312-4031

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