

Money Collected

Cash & checks need to be brought to the church office within 7 days of the day you receive it.

Date: _____

Name: _____

Ministry: _____

Event: _____ Event Date: _____

Cost of materials per person: \$ _____

Money collected for something of value is not tax deductible, only the portion that is above the cost of materials is tax deductible. For example: if a study book cost \$10 and \$10 is collected, no tax deduction is given. If \$15 is collected for the book, \$5 would then be tax deductible. Another example: if you are doing a fundraising dinner and the cost of food and supplies is \$5 per person and you sell tickets for \$7 per person, \$2 would be tax deductible.

Deposit Breakdown:

Cash Total: \$ _____

Check Total: \$ _____

Total: \$ _____

- Please write your ministry name or event in the memo portion of the checks.
- If needed, use the back of this form to list cash contributors.

