

Home School Athletic Association Deposit Submission Form

INSTRUCTIONS: 1. Ensure that the Memo line on *each* check has the “reason”* for the deposit. 2. **Use a separate FORM for each separate Reason For Deposit* selected**, and include it in an envelope paper-clipped to all of the submitted checks (no cash).
3. Submit to Mona Schultz by mail (see address at bottom). 4. Keep a copy of this form for your records.

Today's Date _____
(Bank Deposit may not be executed until Friday)

Description of Deposit: _____

Class Allocation of Deposit: (Check Only One OR Enter Amounts if Multiple Classes)

| | | |
|--|--------------------------------|--------------------------------|
| _____ Baseball 7 th Grade | _____ Basketball JV Boys | _____ Volleyball Middle School |
| _____ Baseball 8 th Grade | _____ Basketball JV Girls | _____ Volleyball High School |
| _____ Baseball JV | _____ Basketball Varsity Boys | _____ THSSBC Tournament |
| _____ Baseball Varsity | _____ Basketball Varsity Girls | _____ Champions |
| _____ Basketball 7 th Boys | _____ Football Middle School | _____ Spring Banquet |
| _____ Basketball 7 th Girls | _____ Football Varsity | _____ Administration |
| _____ Basketball 8 th Boys | _____ Soccer JV Girls | _____ Letter Jackets |
| _____ Basketball 8 th Girls | _____ Soccer Varsity Girls | _____ Other (Explain): |

Amount of Deposit: _____ **Number of Checks:** _____
Note: Do not submit cash. No checks less than \$25 from a non-HSAA member.

Reason For Deposit: (Place Dollar amount for each category the deposit applies)

_____ **HSA Player Fees**
_____ **Tax-Deductible Donations** (Admin, please notify Director of Development)
_____ **Fundraisers**
_____ **Sales – Uniforms or Uniform Replacement Fees** (only if separate from player fees)
_____ **Sales – Spirit Wear / Spirit Gear**
_____ **Sales – Gate Fees**
_____ **Sales - Concessions**
_____ **Uniform Rental Income**
_____ **Fees from Other Teams** (i.e., entry fees for tournament, refs, refunds, etc.)
_____ **Sales - Letter Jacket Orders**
_____ **Sales – Sports Banquet or Special Event Ticket Orders**
_____ **Trip/Hotel/Travel/Van Rental Fees** (indicate specific trip) _____
_____ **Other** (please specify) _____

Submitted by: _____ **Phone:** _____

Comments or Special Instructions:

Mona Schultz
7949 Greenhollow Ln
Dallas, TX 75240