

# PRE-PAY DEPOSIT FORM

<b>TEAM CAPTAIN:</b>
<b>COMPANY NAME:</b>

	PARTICIPANT NAMES:	CASH	CHECKS
1			
2			
3			
4			
5			
	<b>SUB TOTAL:</b>	\$	\$

if Youth Bowler

TELLER INITIALS: \_\_\_\_\_

DEPOSITOR INITIALS: \_\_\_\_\_

**TOTAL: \$**

## PRE-PAY LOCATION, DATES, & TIMES:

### TWO Locations:

U.S. Bank  
5321 Council Street NE, Cedar Rapids  
222 2nd Ave SE, Cedar Rapids

### Dates:

Monday, March 5th -Thursday, March 8th

### Times:

9:00 a.m. – 4:30 p.m.

# PRE-PAY INSTRUCTIONS

1. **COLLECT** your team's fundraising money & matching gift forms
2. **COMPLETE** the information on the Pre Pay Deposit Form (to the left)
3. **SEPARATE** the checks and cash into 2 separate piles
4. **DEPOSIT** your team's money at U.S. Bank (see Pre-Pay location, dates, & times on the Deposit form)

## Don't Forget!

- Only the Team Captain or Company Coordinator should make the Pre-Pay deposit.
- Turn in Matching Gift Forms with your deposit. Do not turn in the envelopes.
- Separate the cash & check totals on the Deposit Form.
- Only add the money that is being deposited (do not include matching gift or online fundraising amounts. JAEI will combine your fundraising totals.)
- Cancelled checks will serve as a receipt for the donation. For receipts from Junior Achievement for gift amounts over \$150, contact the JAEI office at (319) 862-1100 *prior* to making your deposit.

## Questions?

Contact Katie Johnson at (319) 862-1100 or [kjohnson@jaeasterniowa.org](mailto:kjohnson@jaeasterniowa.org)

## RECEIPT

**AMOUNT DEPOSITED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**TELLER:** \_\_\_\_\_

*Thank you for supporting  
Junior Achievement's  
Collegiate Bowl-4-Education!*

### PRE-PAY SPONSORED BY:

