



Donation Report for Tax Receipting

Name of Event:
 Event Date:
 Contact Person:
 Total Number of Checks:
 Total Dollar Amount:

	Name:	Address:	City:	State:	Zip:	Phone Number:	Email:	Check Number/Cash:	Check Amount:
1	EX. John Smith	1234 E. Ocean Ave.	Phoenix	AZ		85018 123-123-1234	jsmith@gmail.com	125	\$100.00
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Note: If you are submitting a sum total check out of your account for cash donations, please denote a portion of the check is being donated by you personally.

TOTAL:

