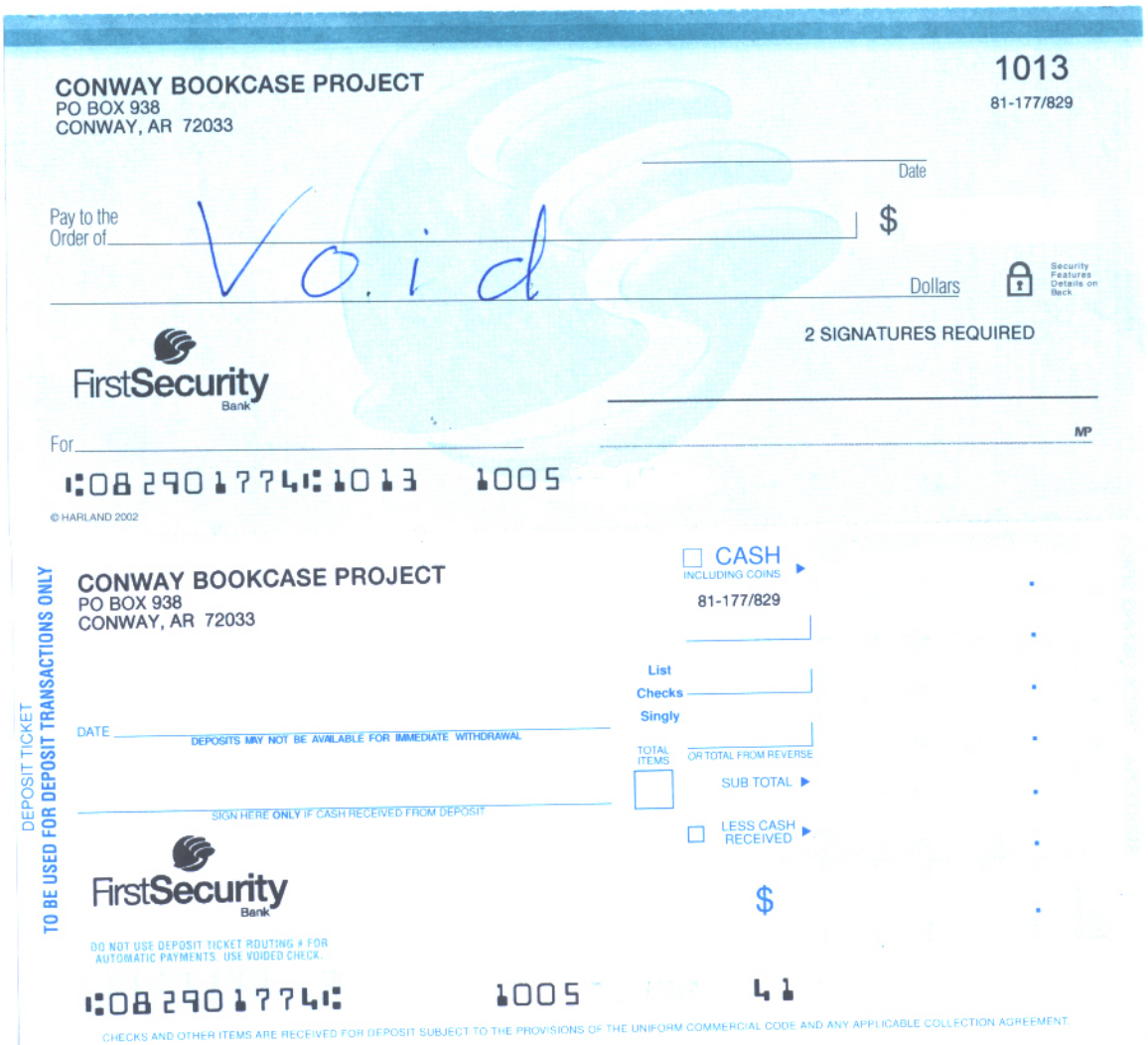
(Name) Bookcase Project

Bank Account

Proceeds from ticket sales to your banquet, along with small donations, should be deposited in this account. This account should be set up using the Social Security number of one of your committee members and must be non-interest bearing. In addition to your treasurer, you should have one or two members sign signature cards and authorized to write checks. These funds should only be used to pay for wood and other supplies to build and finish bookcases, along with printing and other expenses related to your Annual Awards Ceremony.

Sample Check & Deposit Ticket