

## **2021 CASH RECONCILIATION FORM**

EVENT LOCATION	
CONTACT NAME	
CONTACT PHONE	

STEP 1: Complete the details on this form which is due must be returned by Friday 14 May 2021.

STEP 2: Make payment of any on-the-day entries, donations and other by selecting one of the three below:								
1	Deposit or transfer MDC account (local Westpac branch and <u>email/post deposit stub with this form</u> ) Ensure EFT deposit reference is either the Post Code or location name							
	ACCOUNT NAME	MDC FOUNDATION LIMITED	BSB	033 002	ACCOUNT NO	907 598		
2	Credit card: Complete the details in the section at the bottom							
3	Cheque or money order: Made out to MDC Foundation Limited							

**STEP 3:** Complete the reconciliation details:

CASH TOTAL AMOUNTS					
DONATIONS:	\$				
ENTRY FEES:	\$				
TOTAL AMOUNT:	\$				

HOST SIGNATURE:

WITNESS SIGNATURE:

DATE:

DATE:

**STEP 4:** Collate ALL on-the-day entry forms and return to the National Office along with this form.

Mail to: Mother's Day Classic, Level 23, 150 Lonsdale Street Melbourne, VIC 3000

OR scan and email to: regionalevents@mothersdayclassic.com.au

CARD TYPE	VISA 🗖	MASTER CA	rd 🗖		
CARD NUMBER					
EXPIRY		CCV		TOTAL PAYMENT	\$
NAME ON CARD					
SIGNATURE					

Please return to the MDC National Office by Friday 14 May 2021

Mother's Day Classic Foundation Level 23, 150 Lonsdale Street Melbourne Victoria 3000 Email – <u>regionalevents@mothersdayclassic.com.au</u> Website – <u>www.mothersdayclassic.com.au</u>