

# ***Ridge Meadows Minor Softball Association***

## ***Team Banking Accounts***

All team funds collected by fundraising or by parent contributions should be kept in a dedicated team bank account.

This bank account should require two non-related signing officials

The funds in this account should be broken down by players giving them individual records on a spreadsheet that shows all deposits and with withdrawals for their account.

It is the team's decision if fundraising amounts will be based on an individual's fundraising efforts or split evenly to all team members. The same goes for withdrawals. For example if a team participates in a tournament but only 10 of the 12 players participate you can deduct the amount of the tournament divided by 10 or 12. However these decisions should be made at the start of the year and clearly stated to all team members.

At the conclusion of the season any remaining amount in individual players accounts should be paid out and the team account should be closed.

The following shows a template of how a individual team member account spreadsheet should be setup.



Date	Description	Team-Totals	FirstName #1 LastName	FirstName #2 LastName	FirstName #3 LastName	FirstName #4 LastName	FirstName #5 LastName	FirstName #6 LastName	FirstName #7 LastName	FirstName #8 LastName	FirstName #9 LastName	FirstName #10 LastName	FirstName #11 LastName
Oct 31 2017	chqs from parents to open daughter's account	\$1,775.00	50.00	150.00	250.00	0.00	200.00	50.00	200.00	125.00	200.00	200.00	150.00
Dec 7 2017	<b>Chq #001</b> debit for Out of town tourney	<b>-\$841.72</b>	<b>-\$76.52</b>	<b>-\$76.52</b>	<b>-\$76.52</b>	\$0.00	\$0.00	<b>-\$76.52</b>	<b>-\$153.04</b>	<b>-\$76.52</b>	<b>-\$76.52</b>	<b>-\$76.52</b>	<b>-\$76.52</b>
Dec 18 2017	sponsorship donation	\$500.00	\$41.67	\$41.67	\$41.67	\$41.67	\$41.67	\$41.67	\$41.67	\$41.67	\$41.67	\$41.67	\$41.67
Jan 11 2018	debit for slectedd players' helmet sticker	<b>-\$25.00</b>	\$0.00	\$0.00	<b>-\$5.00</b>	\$0.00	<b>-\$5.00</b>	<b>-\$5.00</b>	<b>-\$5.00</b>	\$0.00	\$0.00	<b>-\$5.00</b>	\$0.00
Jan 18 2018	<b>Chq #002</b> debit-Travel Ins. for out of town tourney	<b>-\$65.00</b>	<b>-\$5.42</b>	<b>-\$5.42</b>	<b>-\$5.42</b>	<b>-\$5.42</b>	<b>-\$5.42</b>	<b>-\$5.42</b>	<b>-\$5.42</b>	<b>-\$5.42</b>	<b>-\$5.42</b>	<b>-\$5.42</b>	<b>-\$5.42</b>
Jan 30 2018	<b>Chq #003</b> debit-RMMSA tournament fees: <b>IceBreaker (\$275) &amp; MayMadness</b>	<b>-\$700.00</b>	<b>-\$58.33</b>	<b>-\$58.33</b>	<b>-\$58.33</b>	<b>-\$58.33</b>	<b>-\$58.33</b>	<b>-\$58.33</b>	<b>-\$58.33</b>	<b>-\$58.33</b>	<b>-\$58.33</b>	<b>-\$58.33</b>	<b>-\$58.33</b>
Feb 7 2018	Super bowl fundraiser/raffle (only 8 players took part)	\$750.00	\$93.75	\$0.00	\$93.75	\$93.75	\$93.75	\$93.75	\$0.00	\$0.00	\$93.75	\$0.00	\$93.75
Feb 8 2018	<b>Chq #004</b> debit- <b>Surrey tourney</b>	<b>-\$350.00</b>	<b>-\$29.17</b>	<b>-\$29.17</b>	<b>-\$29.17</b>	<b>-\$29.17</b>	<b>-\$29.17</b>	<b>-\$29.17</b>	<b>-\$29.17</b>	<b>-\$29.17</b>	<b>-\$29.17</b>	<b>-\$29.17</b>	<b>-\$29.17</b>
	<b>TOTALS</b>	<b>\$1,043.28</b>	<b>\$15.98</b>	<b>\$22.23</b>	<b>\$210.98</b>	<b>\$42.50</b>	<b>\$237.50</b>	<b>\$10.98</b>	<b>(\$9.29)</b>	<b>(\$2.77)</b>	<b>\$165.98</b>	<b>\$67.23</b>	<b>\$115.98</b>