

## School Bank Transfer Form

Purpose: to transfer funds from RBC School Trust account to RBC SD8 District operating account

Month of Transfer		
(Year YYYY)	- Month (MM)	- TF
		Example: 2020.01-TF for Jan 2020 Transfer

Bank Transfer From:		
School Name:		
School Trust RBC Account Number:		
Description of Transfer:		
School Trust G/L Code	GST	Total Amount
<b>TOTAL:</b>	\$	\$

Bank Transfer To:		
District RBC Account:	School District No. 8 (Kootenay Lake) Operating Account	
District G/L Code	GST	Total Amount
<b>TOTAL:</b>	\$	\$

Approved for Transfer			
Approval Signature:		Date:	
Title:			

**Please submit with back-up to:**  
Accounting Coordinator, School Board Office  
Phone: 250-505-7049 | Email: pbush@sd8.bc.ca