

Receipt # \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

**GEORGIA SOUTHWESTERN STATE UNIVERSITY**

**CASH RECEIPTS DEPOSIT TRANSMITTAL FORM**

DEPARTMENT:

DATE:

DESCRIPTION:

BEGINNING RECEIPT NUMBER:

ENDING RECEIPT NUMBER:

**\* RECEIPT TOTAL: \$**

\*

(ATTACH ALL RECEIPTS)

CASH:

CHECKS:

CREDIT CARDS:

**TOTAL DEPOSIT: \$**

\*Should be the same as Receipt Total\*

Please post this deposit to the following account/s number/s:

ACCOUNT INFORMATION

Account	Fund	Dept ID	Prgm	Class	Grant	
						\$
						\$
						\$

Sales Tax

Account	Fund	Dept ID	Prgm	Class	Grant	
215000	60000	0000000				\$

(chg on Concessions, Tickets, RX supplies, and Miscellaneous Sales – such as t-shirts)

**TOTAL CREDITS\* \$**

Report prepared by: \_\_\_\_\_

Date: \_\_\_\_\_