

**UNIVERSITY OF WISCONSIN - RIVER FALLS
DEPOSIT SLIP**

This deposit slip is to be completely filled out, and reconciled, by the depositor before submitting to the Cashier's Office in duplicate. Must list sales tax separately. Reference # is a voucher or cash transfer number that your account was originally charged.

PLEASE NOTE: You must make a deposit of all revenue, including credit card receipts, at least once a week or sooner if you have \$100.00 or more.

Description or Type of Sale	Fund (3 Digit #)	Program	Dept Code (6 Digit #)	Project (7 Digit #)	Account Code (4 Digit #)	Sub Class Code	Reference if Needed	Amount	Deposited in the form of:
									Cash _____
									Coins _____
									Checks _____
*TOTAL - (MUST EQUAL DEPOSITED)									*TOTAL <input style="border: 2px solid black; width: 80px; height: 20px;" type="text"/>

Department _____ Receipt Number _____ thru _____ Signature _____ Date _____
W# _____

CASHIER OFFICE USE ONLY

Cashier Receipt Number:	Signature:	Date:
-------------------------	------------	-------