



FOR SBA FINANCE USE ONLY

Ref. No: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Cash: \$\_\_\_\_\_.\_\_\_\_ Checks: \$\_\_\_\_\_.\_\_\_\_

TOTAL: \$\_\_\_\_\_.\_\_\_\_

Signature: \_\_\_\_\_

## DEPOSIT FORM

ORGANIZATION: \_\_\_\_\_

ABBREVIATION: \_\_\_\_\_

TREASURER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

### SOURCE OF INCOME

### DEPOSIT AMOUNTS

*If you have more than five checks, please use a Check Deposit Addendum. Under "Checks" on this form, write "Addendum" as the "Check Author" and use the Addendum subtotal as the "Amount."*

CASH				CHECKS		
				CHECK NO.	CHECK AUTHOR	AMOUNT
\$100	X	_____	= _____	_____	_____	_____
\$50	X	_____	= _____	_____	_____	_____
\$20	X	_____	= _____	_____	_____	_____
\$10	X	_____	= _____	_____	_____	_____
\$5	X	_____	= _____	_____	_____	_____
\$1	X	_____	= _____	_____	_____	_____

SUBTOTAL: \_\_\_\_\_

SUBTOTAL: \_\_\_\_\_

TOTAL: \_\_\_\_\_

- Please place in a sealed envelope (with your organization abbreviation) in the SBA mailbox in the Records Office or in the secure dropbox located in Stuart 213. -