

NDSU Business Office Department Deposit Form

Department Name:
 Deposit Description (30 Character field):
 Deposit Prepared By:
 Telephone #:
 Deposit Date:

<u>Fund</u>	<u>Program</u>	<u>Account</u>	<u>Department</u>	<u>Project</u>	<u>Amount</u>

Total Deposit \$ _____

There can be no more than ten Funds per deposit

100's	
50's	
20's	
10's	
5's	
2's	
1's	
Coin	
Total Cash	\$
Total Checks*	\$
Deposit Total	\$

* If more than one check is being deposited there must be a adding machine tape with the correct total attached.