



102 Sproul Hall MC 2340, University of California Berkeley, CA 94720 | <u>asucfinance@berkeley.edu</u>

## **Deposit Receipt**

Please complete all sections

## Instructions:

- Please download this form and save it on your desktop for your record.
- Please use one form for your deposit. You can use this form for deposits of both cash and/or multiple checks. You can use
  this form to deposit funds to various accounts. Please add a second sheet if you run out of space.
- Please complete this form, print it out, and submit it along with the relevant cash/check(s) to the LEAD Center Front Desk.
- Do not email this document. It must be submitted to the LEAD Center. Make sure you get a printed receipt for your deposit.

Dete	
Date:	
Deposited By:	
Name of Department/Group:	
Phone Number/Email Address:	
Source of Income(s):	
Amount to be Deposited:  CASH: \$	
CHECKS: #	··
#	
#	
#	
#	
TOTAL TO BE DEPOSITED.	
TOTAL TO BE DEPOSITED	
Account(s) to be Credited:	
Code:	Amount:
Received by:	Date:

