

## DAILY TRANSMITTAL

RECEIPT #: \_\_\_\_\_

<b>DATE:</b>	<b>DEPARTMENT:</b>	<b>SUBMITTED BY:</b>
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DESCRIPTION	FUND	ORGANIZATION	ACCOUNT	PROGRAM	AMOUNT
<b>TOTAL:</b>					

NAME	ADDRESS	CASH	CHECKS	CREDIT CARD	TOTAL
<b>TOTAL:</b>					

NOTE: For deposits to be considered as officially received by the Office of the Bursar, it must bear the received stamp with date, cashier's initials, and official Banner receipt number. It is your responsibility to ensure this information appears on your copy of the transmittal.