

***** DO NOT PRINT *****

The Cash Transmittal Form is a two-page, duplicate form with a white top page and yellow bottom page. The image below is for reference only. If you do not have an original Cash Transmittal Form, please contact Accounts receivable arfinance@stetson.edu.

Submit the complete form (both pages) with the deposit. The yellow copy will be returned for your records.

STETSON UNIVERSITY
FINANCE OFFICE
CASH TRANSMITTAL FORM - DEPARTMENTAL RECEIPTS

DEPARTMENT _____

DATE: _____

PREPARED BY _____
PRINT NAME

EXT: _____

BOX: _____

MONEY RECEIVED FROM NAME	PAYMENT DESCRIPTION	FUND	ORG	FOAPAL ACCOUNT	PROG	LOC	AMOUNT RECEIVED

CASHIER: _____

RECEIPT # _____

DATE: _____

TOTAL \$ _____