

HSU Student Club Deposit Slip

Club Name _____ Date _____

Fund: CL _____ Deposit Amount \$ _____

Description of Deposit/Source of Funds _____

Circle One Below:

Non-Taxable: Snack Foods Shirts – Member Dues Other _____

Taxable Sales: Merchandise Sales Fundraiser Sales T-shirts Other _____

Items resold with the intent of making a profit are taxable and will have 8.5% sales tax deducted from the gross sales

Cash Breakdown

100's _____ Coin Totals _____

20's _____ Cash Totals _____

10's _____ Checks Total _____

5's _____ **Deposit Total** _____

1's _____

Total _____ Deposited By: _____
Print Name

Retain copy for your records

Checks must be endorsed with HSU and Club Name

Deposit can be made during business hours at the Cashier's Office in SBS 285 or the Drop Box outside UPD

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