|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **DEPARTMENTAL DEPOSIT SLIP FORM** |  |  | **Date Submitted:** |
|  |  |  |  |  |  |
|  |  |  |  |  | **Receipt Requested** |
|  |  |  |  |  |  |  |  |  |  |  |  |  | **(Enclose duplicate copy & return envelope)** |
|  |  |  |  |  |  |  |  |  |  |  |  |  | **Cash Breakdown (must be completed for cash)** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **University of Massachusetts** | **Depositor: Must fill out name/address and tender sections, as well as speed type, account,** |  |  |  |  |  |  |
| **fund, DeptID,Project/Grant. GL Unit will always be UMAMH. Fill in class when applicable** |  |  | **Bills** |  | **Rolled Coin** | **Loose Coin** |
| **Submitted By :** |  |  |  |  |  |  | **Tender Breakdown** |  | **Large** |  | **$1.00** |  |  |
|  |  |  |  |  |  |  | **Cash** |  |  |  |  | **20's** |  | **$0.50** |  |  |
| **Dept/Address :** |  |  |  |  |  | **Checks** |  |  |  |  | **10's** |  | **$0.25** |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Wire** |  |  |  |  | **5's** |  | **$0.10** |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  | **2's** |  | **$0.05** |  |  |
| **Contact Phone :** |  |  |  |  |  | **TOTAL** | **$0.00** |  |  |  | **1's** |  | **$0.01** |  |  |
| ***Important: Must put speed type and account on the face of all checks*** |  |  |  |  |  |  | **TOTAL** | **$0.00** |  |  |  |
| (5) | (6) | (6) | (5) | (10) |  | (15) | (4) |  |  |  |  |  |  |  |  |
| **GL Unit** | **Speed Type** | **Account** | **Fund** | **Dept ID** |  | **Project/Grant** | **Class** |  | **Amount** |  |  | ***DESCRIPTION: 25 CHARACTERS ONLY*** |
| **UMAMH** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **UMAMH** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **UMAMH** |  |  |  |  |  |  |  |  |  |  |  |  | **Bursars Office Use Only (Notes)** |
| **UMAMH** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **UMAMH** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **UMAMH** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **UMAMH** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **TOTAL GL DEPOSIT:** | **$0.00** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Dept Notes** |  |  |  |  |  |  |  |  |  |  |  | **Bursars Office Use Only (Stamp)** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |