



Deposit Form

Requestor Name: Dept: Date:

Description of Deposit: (*Required)

Depositor Name: Signature of Depositor: Date: (if not same as Requestor)

Cash (list separately)

Name	Amount	Credit Account Number
1		
2		
Subtotal:		

Category (Guarantee, Donation/Gift, Media Rights, Camps, Sponsorship, or Other)
(Athletics Use Only)

Credit Cards (list separately)

Name	Type	Amount	Credit Account Number
1.			
2.			
3.			
4.			
5.			
Subtotal:			

Category (Guarantee, Donation/Gift, Media Rights, Camps, Sponsorship, or Other)
(Athletics Use Only)

Checks (list separately)

Name	Check Number	Amount	Credit Account Number
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
Subtotal:			

Category (Guarantee, Donation/Gift, Media Rights, Camps, Sponsorship, or Other)
(Athletics Use Only)

Grand Total:

Business Office Use Only
Received by Initials: Amount of Deposit:

This form can only be revised by Accounting Office. It may be downloaded online, <https://www3.tusculum.edu/finance/>, and prepared electronically.