

BUSINESS OPERATIONS CENTER
DEPARTMENTAL CASH / CHECK RECEIPT LOG

Unit: _____

Description / Purpose: _____

Account #: _____

	DONOR / PAYER	CHECK #	CHECK DATE	CHECK AMOUNT	CASH AMOUNT	RECEIPT #
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
SUBTOTALS				\$0.00	\$0.00	
TOTAL DEPOSIT				\$0.00		

Preparer's Signature: _____ Date: 10/21/2019

Authorizing Signature: _____ Date: _____

Deposit Verified By (BOC): _____ Date Rec'vd: _____

BOC USE ONLY

KFS Doc #: _____