

**DEPOSIT FORM**  
**(Deposits into Student Group Accounts)**

**Deposit Procedure:** Please place cash in an envelope and separate by denomination and place change in wrappers and write your student group name and account number on each wrapper. You can get wrappers from WSA office. Cash and checks must be submitted separately; therefore you must complete two deposit forms. **NOTE:** After filling out this form, all groups must count their money with an office assistant or the WSA Office Coordinator. Note: this will take approximately 15 to 20 minutes. Deadline for deposit submittals is 3:30 pm.

Today's Date: \_\_\_/\_\_\_/\_\_\_

Income Smartkey # 111 - 1113 - \_\_\_ \_\_\_ \_\_\_ - 70360 (account code) Total \$ \_\_\_\_\_

Circle one: Cash—Check—Other \_\_\_\_\_

Group Name: \_\_\_\_\_

Describe contribution:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PRINT Your name \_\_\_\_\_ Wes Box \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail \_\_\_\_\_@wesleyan.edu

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