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 3:45 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

____________________________________________________________________________________