NJCU
NEW JERSEY CITY UNIVERSITY

FOR UNIVERSITY USE ONLY

Departmental Deposit Remittance Form
BUSINESS UNIT: NJCUN

Date: _____   **Total Deposit:** $ _____

Name of Person Transmitting Dep. _____

Department: _____   **Department Ext.:** _____

Please provide a deposit description:
_____
_____
_____

DEPOSIT ACCOUNT INFORMATION: - BUSINESS UNIT: NJCUN - PLEASE DO NOT CHANGE

NJCUN		-		-		-		-		

Business Unit	Account (5 digits)	Fund Code (3 digits)	Department (6 digits)	Project (7 digits)	Budget Reference (e.g. 2014JUL)	Program Code (e.g. MIS01)

CASH/CURRENCY INFORMATION:

CASH _____

COINS _____

CHECKS _____

CREDIT CARDS _____

GRAND TOTAL $ _____

CASH ACCOUNTABLITITY				
$ 100.00	x		=	
$ 50.00	x		=	
$ 20.00	x		=	
$ 10.00	x		=	
$ 5.00	x		=	
$ 2.00	x		=	
$ 1.00	x		=	
COINS				
$ 1.00	x		=	
$ 0.50	x		=	
$ 0.25	x		=	
$ 0.10	x		=	
$ 0.05	x		=	
$ 0.01	x		=	
TOTAL				

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BURSAR USE ONLY

CASH _____   **DEPOSIT REC'D BY:** _____

COINS _____   **DATE:** _____

CHECKS _____   **CASH RECEIPT #:** _____

CREDIT CARDS _____   **CHECK RECEIPT #:** _____

GRAND TOTAL $ _____   **CREDIT CARD RECEIPT #:** _____

Updated: 11/28/2016