

**PITTSBURG STATE UNIVERSITY
DAILY DEPOSIT OF SERVICE AREA**

FUND # _____
 UNIT # _____
 UNIT NAME _____

DATE _____

Official Receipts # _____ to _____ \$ _____
 Special Receipts # _____ to _____ \$ _____
 TOTAL COLLECTION \$ _____

For Sales Tax Only: Were any goods delivered outside Pittsburg city limits? Yes or No

If yes, please provide the address, city, state, zip code, and gross sale amount.

<u>Street</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Gross Sales</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Please, attach sheet if additional lines are needed.

Object:	Description:	Amount:
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	TOTAL COLLECTIONS	\$ _____

Deposit to Cashier

Checks	\$ _____
Credit Card	_____
Currency:	
100.00	_____
50.00	_____
20.00	_____
10.00	_____
5.00	_____
1.00	_____
Coin:	
1.00	_____
0.50	_____
0.25	_____
0.10	_____
0.05	_____
0.01	_____
TOTAL	\$ _____

I certify that the above income was derived from the above-stated source and is true and accurate.

Signature: _____

Printed Name: _____

Title/Position: _____

EXTENSION #: _____