



CASH RECEIPT VOUCHER

Prepared by \_\_\_\_\_

Date \_\_\_\_\_

Department \_\_\_\_\_

Phone # \_\_\_\_\_

Memo:

Company

MHC                      SGA:                      Willits                      Alum Association

Cost Center: CC \_\_\_\_\_ Revenue Category: RC \_\_\_\_\_ Program: \_\_\_\_\_ Event: \_\_\_\_\_ Grant: \_\_\_\_\_ Gift: \_\_\_\_\_

Cost Center: CC \_\_\_\_\_ Revenue Category: RC \_\_\_\_\_ Program: \_\_\_\_\_ Event: \_\_\_\_\_ Grant: \_\_\_\_\_ Gift: \_\_\_\_\_

Cost Center: CC \_\_\_\_\_ Revenue Category: RC \_\_\_\_\_ Program: \_\_\_\_\_ Event: \_\_\_\_\_ Grant: \_\_\_\_\_ Gift: \_\_\_\_\_

Cost Center: CC \_\_\_\_\_ Revenue Category: RC \_\_\_\_\_ Program: \_\_\_\_\_ Event: \_\_\_\_\_ Grant: \_\_\_\_\_ Gift: \_\_\_\_\_

Wire    +    Checks                      Add  
Transfer    (attach tapes)    +    Cash    =    TOTAL \$

AMOUNT: \_\_\_\_\_

FOR CASHIER USE ONLY

Received by: \_\_\_\_\_ Date of Deposit: \_\_\_\_\_