**Departmental Deposit Form**

**NOTE:** Only Numeric object codes may be used. Use negative amounts to reflect reverse object codes.

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**TOTAL DEPOSIT** 0.00

**Notes:**
- The note area is for your information only.

**Contact Person:**

**Contact Person's Telephone #:**

**Preparer's Signature:**

**Date:**

**Approver's Signature:**

**Date:**

*I accept responsibility for the accuracy of this deposit*

**Dept #:**

**NOTE:** You must send 2 copies of this form to the bank.

Revised November 7, 2005 Form should be printed in portrait mode only.