



# CASH RECEIPT LOG

*Student Club/Organization/Department* \_\_\_\_\_

*Student Club/Organization/Department Account Number* \_\_\_\_\_

| DATE               | PURPOSE | CASH/CHECK | AMOUNT |
|--------------------|---------|------------|--------|
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|                    |         |            |        |
| <b>GRAND TOTAL</b> |         |            | \$ -   |

\* **COUNTED BY** \_\_\_\_\_

*DATE* \_\_\_\_\_

\* **VERIFIED BY** \_\_\_\_\_

*DATE* \_\_\_\_\_

*\* Can not be the same person and must be an authorized signor on the account*