

Cash Receipts (non gift) Form

CSU Foundation

CSU Alumni Association

CSU Athletic Fund

A cash receipt is any money received as a cash sale transaction instead of a donation (e.g. merchandise sales, sporting event ticket sales, event registration fees, payment for services). Please use this form to specify the cash transaction(s) and return to buckmon_aryah@columbusstate.edu. Boxes outlined in red are mandatory.

Date

Cash \$ _____

Check \$ _____

Payor _____
If more than one write "multiple payors"

Check Number _____
If multiple leave blank

ACH \$ _____

Purpose

Registration Fees

Ticket Sales

Reimbursement

Other _____

Deposit Description _____

Account Code _____

Fund Number _____

Fund Name _____

Amount \$ _____

Fund Number: _____

Fund Name: _____

Amount \$ _____

Submitted by: _____

Cash Receipts Total \$ _____

Any additional Notes

For Advancement Services to complete

Entered By _____

Date Entered _____