



CHAMPLAIN COLLEGE

DEPOSIT FORM

Please complete the following form and return to the Office of Student Accounts. All deposits should be delivered to the Office of Student Accounts on a daily basis.

Department:

Processed by: Date:

Account #: Return Receipt to Box:

Description _____

Cash Total:

Check Total:

EFT Total:

Credit Card Total:

Grand Total:

Employee Signature

Date

Student Accounts Representative Signature

Date Received at SA Office

SA Office use: Credit Card s	Cash Card:	Distribution: MCVIS	Pay Method: CC
	Other Depts:	Distribution: QPCC	Pay Method: QPCC

If you have any questions regarding the deposit process, please contact Shelley Bernier at extension 6482.