# TRANSMITTAL SHEET 

SAVANNAH STATE UNIVERSITY
THE UNIVERSITY SYSTEM OF GEORGIA
SAVANNAH, GEORGIA 31404

## TO: CASHIER'S OFFICE

FROM:
(Source)
Record of Monies Received on
20

| For office making transmittal |  | Account Number | Feceipt Cashier's Use Only |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| Received From | Amount | Code | Account(s) <br> Credited | Date |  |  |
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## Instructions:

1. Original with monies and copy of letter(s) directing funds to Cashier.
2. Cashier return duplicate with copy of receipts to Source.

Coding: C(Cash) CK(Check) MO(Money Order)
Presented By $\qquad$ Dept. $\qquad$

Cashier $\qquad$ Date 20 $\qquad$

