

Return of Trading Float

Use this form to re-bank a cash Float separately from your takings.

UNIT		VENDOR ID (if known)	
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NAME OF FLOAT HOLDER	
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CAMPUS	
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NAME OF FLOAT	
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I received \$ _____ as a trading float on ____/____/____.		
I am returning \$ _____ to the Campus Cashier		
Printed Name	Signature of Float Custodian	Date

Please note: The amount returned must equal the amount issued as a trading float. Takings from any events must be banked **separately** as they are income and go to different account codes.

CASHIERS - I have processed \$ _____ Detail code FTF__ (A- Albury, B - Bathurst, D - Dubbo, G – Goulburn, O – Orange, W – Wagga)			
Printed Name	Campus Cashier's Signature	Campus	Date

When completed, please forward this form to Accounts Payable, Wagga or accountspayable@csu.edu.au

Accounts Payable use only

Confirmed clearing account on codes	A102	102	651	62009	Entered on spreadsheet	
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