



# UNIVERSITY FOUNDATION (UFSS) RECEIPT FORM

Please bring payment and this completed form to the Bursar's Office back door located on the North side of Lassen Hall. Please ring the doorbell to enter.

If you have questions regarding the chartstring, please email [ufssaccounting@csus.edu](mailto:ufssaccounting@csus.edu).

## Receipt Information

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Department \_\_\_\_\_

Contact Person \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Amount      Cash \$ \_\_\_\_\_ Check \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

Event Name \_\_\_\_\_

Event Date \_\_\_\_\_

Chartstring                          
*Fund*      *Account*      *Department*      *Class*  
*(if applicable)*

### **For Bursar's Office Use:**

Customer Name: UNIVERSITY FOUNDATION

Chartstring (listed above):

Reference Information:

Received by: \_\_\_\_\_

Date Received: \_\_\_\_\_      Date Processed: \_\_\_\_\_