

## Sample Deposit Slip

Here's a look at a sample deposit slip you would complete when you deposit cash and checks into your checking account.

A	<b>FIRST BANK</b>	CASH	Dollars	Cents	E
	John Doe				
B	123 Main Street	Checks			F
	Anytown, USA 12345				
C	Date _____				G
	<small>DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL</small>	Subtotal			
D	_____	Less Cash			H
	Sign here if cash received from deposit	TOTAL			I
	1234 5678 123456789 00123 1234567				

- A. Your name and address
- B. The date you are making the deposit. Notice the phrase underneath: "Deposits may not be available for immediate withdrawal." This means that it may take the bank a few days to process your deposit and make the money available to you. So if you deposit \$200 in the afternoon, that money may not be in your bank account that evening if you return to make an ATM withdrawal.
- C. Your signature (Only include if you wish to receive cash back from your deposit.)
- D. Numbers that identify the bank and your account number.
- E. List all cash you may be depositing, such as a graduation gift or tips from a restaurant.
- F. List any checks you are depositing. List each check separately, placing the check number in the first column.
- G. The subtotal of all cash and checks you are depositing.
- H. The amount of cash you would like to receive back from the deposit. (Be sure to include your signature on line C.)
- I. Subtract the amount of cash back from the subtotal. This is the total amount you are depositing into your account, also called the "Net Deposit."

## Blank Deposit Slip

Now make your own deposit into your checking account. You just received the following:

- \$25.00 in cash from your Aunt Sally as a graduation gift
- A check (#345) for \$83.00 from your new roommate to reimburse you for a new mini-fridge for your dorm room
- Your first paycheck (#5432) for \$203.

Fill out the deposit slip below to deposit these items into your checking account.

<b>FIRST BANK</b> John Doe 123 Main Street Anytown, USA 12345		<b>Dollars</b>	<b>Cents</b>
Date _____	CASH		
<small>DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL</small>	Checks		
_____	Subtotal		
Sign here if cash received from deposit	Less Cash		
	<b>TOTAL</b>		
1234 5678 123456789 00123 1234567			

# Blank Deposit Slip

Now make your own deposit into your checking account. You just received the following:

- \$25.00 in cash from your Aunt Sally as a graduation gift
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Fill out the deposit slip below to deposit these items into your checking account.

<b>FIRST BANK</b> John Doe 123 Main Street Anytown, USA 12345		<b>Dollars</b>	<b>Cents</b>
Date <u>5-23-2019</u>	CASH	25	00
<small>DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL</small>	Checks	# 345 83	00
		#5432 203	00
_____	Subtotal	311	00
Sign here if cash received from deposit	Less Cash	0	00
	TOTAL	311	00
1234 5678 123456789 00123 1234567			