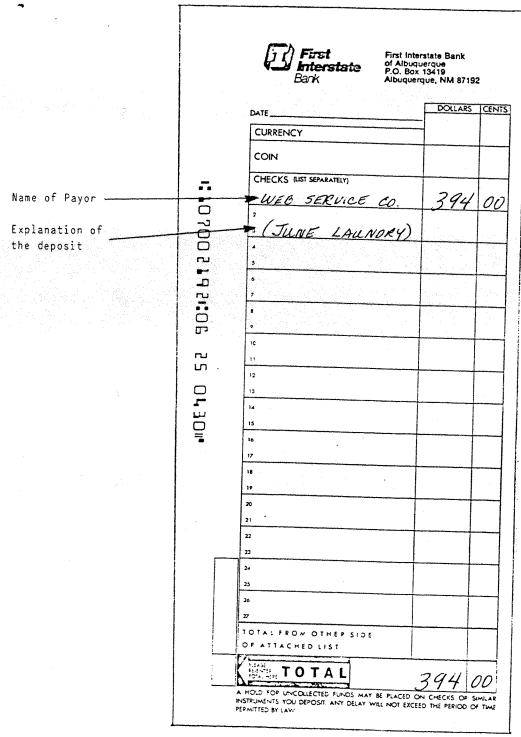
DEPOSIT SLIP (Miscellaneous Receipts)

- Deposits slips are always filled out in Iriplicate.
- 2. All project income received that did not come from an individual tenant will be deposited separately from batch transmittals generated on the pegboard system. Examples are checks from laundry companies, telephone company, etc.
- 3. On bad debt collections from old tenants who left owing money, list resident's name and unit number on the deposit slip. Do not RECORD bad debt collections on the pegboard system, but mark the tenant file that a payment has been made.



Distribution: 1 - original to Westland (bank)

1 - (pink) Westland's cash summary report (stapled)

1 - (yellow) Project's cash summary report (stapled) scellaneous Receipts Page 1 of 1

Deposit Slip Miscellaneous Receipts