

## 1210.04 Depositing Cash Receipts

Issued: January 1, 1994  
Revised: March 6, 2012

### **PURPOSE**

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To provide guidelines for depositing cash receipts.

### **APPLICATION**

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Executive Branch Departments and Sub-units.

### **CONTACT AGENCY**

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Department of Treasury  
Financial Services Bureau  
Receipts Processing Division (RPD)

Telephone: 517-636-5400

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This policy has been incorporated into the State of Michigan [Financial Management Guide Part II, Chapter 9, Section 100](http://inside.michigan.gov/SBO/financial_mgmt/Policies%20and%20Procedures/Financial%20Management%20Guide/Part_II_-_Accounting_and_Financial_Reporting_Policies/Ch9/Section_100_Cash_Receipts_and_Deposits.pdf) ([http://inside.michigan.gov/SBO/financial\\_mgmt/Policies%20and%20Procedures/Financial%20Management%20Guide/Part\\_II\\_-\\_Accounting\\_and\\_Financial\\_Reporting\\_Policies/Ch9/Section\\_100\\_Cash\\_Receipts\\_and\\_Deposits.pdf](http://inside.michigan.gov/SBO/financial_mgmt/Policies%20and%20Procedures/Financial%20Management%20Guide/Part_II_-_Accounting_and_Financial_Reporting_Policies/Ch9/Section_100_Cash_Receipts_and_Deposits.pdf)).

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