

HIGHLAND COMMUNITIES CREDIT UNION LTD.

SUMMARY SHEET

Collection Point:	Date:
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Collection Sheet Number	Shares		Loan Repayments		Entrance Fee £1.00		New Passbook £1		Total		Cash over(short)		Supervisory Committee
	£	p	£	p	£	p	£	p	£	p	£	p	

CHEQUE LISTING

A/C NUMBER	SORT CODE	CHEQUE NO.	VALUE	
TOTAL CHEQUES				

SUMMARY OF COLLECTION

COLLECTED		
- WITHDRAWN		
= TOTAL COLLECTED		

CASH BREAKDOWN

£50.00		
£20.00		
£10.00		
£5.00		
£2.00		
£1.00		
50P		
20P		
SILVER		
BRONZE		
TOTAL CASH BANKED		
+TOTAL CHEQUES BANKED		
= TOTAL BANKED		

COLLECTION POINT REQUEST FORM

CO-OPERATIVE BANK DEPOSIT BOOK	
CO-OPERATIVE BANK DEPOSIT ENVELOPES	
COLLECTION SHEETS	
ENVELOPES FOR POSTING PAPERWORK	
LOAN APPLICATIONS	
MEMBERSHIP APPLICATION FORMS	
PAY IN SLIPS	
SHARE TO LOAN TRANSFER FORMS	
SHARE WITHDRAWAL FORMS	
STAMPS	
STANDING ORDER FORMS	
SUMMARY COLLECTION SHEETS	

CASHIER

CHECKED BY:

BANKED BY:

DATE BANKED:
