

(Agency Name) (Address)	PAYMENT VOUCHER AUTHORIZATION FOR KEY DEPOSIT FUND (Official Receipt)	No. 36332		
Pay to:		SSN:		
CLASSIFICATION OF PAYMENTS				
Cash Receipts Voucher for Key Deposit number	Sub-Account	Account No.	Amount	
		TOTAL		
INSTRUCTIONS: WHITE for payee; BLUE for bookkeeper; ORANGE for cashier.	Payment Authorized Date _____		Check No. Issued:	
	Signature			
Received by _____		Date _____		
Signature (Payee)				

(Agency Name) (Address)	<b>CASH RECEIPTS VOUCHER FOR KEY DEPOSIT</b> (Official Receipt)	No. 36334	
Received from: _____		SSN: _____	
Work location: _____			
<b>CLASSIFICATION OF RECEIPTS</b>			
Description of Key Access	Sub-Account	Account No.	Amount
		TOTAL	
This deposit will be forfeited by the employee if the key is lost or the key is not returned on a date prescribed by the employee's supervisor.  <b>INSTRUCTIONS:</b> WHITE for payee; BLUE for bookkeeper; ORANGE for cashier.	Valid when receipted here      Date _____  <div style="text-align: center; margin-top: 50px;">                     _____                      Signature                 </div>		

KEY DEPOSIT FUND LEDGER ACCOUNT NO..

NAME: \_\_\_\_\_ SSN: \_\_\_\_\_

Date	Folio Number	Key(s) Description	Cash Receipts Debit	Payment Voucher Credit	Forfeited Deposit Transfers To Fee Fund	Balance

(Agency Letterhead)

Director of Investments  
Pooled Money Investment Board  
Room 209-N, LSOB  
Topeka, Kansas 66612-1220

Dear \_\_\_\_\_:

Re: \_\_\_\_\_ Key Deposit Fund Account

\_\_\_\_\_ has custody of a key deposit fund authorized under K.S.A. 76-12a25. Pursuant to this act, moneys of key deposit funds shall be deposited or invested in an interest bearing account of a bank, a savings and loan association or a federally chartered savings bank, which bank, association or savings bank is insured by the federal government or an agency thereof, or in a credit union which is insured with an insurer or guarantee corporation as required under K.S.A. 17-2246.

I recommend that the Pooled Money Investment Board designate the following financial institution(s) as a depository for the \_\_\_\_\_ key deposit fund account(s) listed below because \_\_\_\_\_.

<u>Title of Deposit Account</u>	<u>Recommended Financial Institution</u>	<u>Estimated Size of Deposit Account Balance</u>
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Sincerely,

(signed)

Chief Administrative Officer