

The Cash Management System has been in operation at CFB Kingston since July 2022. The National Accounting Office is streamlining the reconciliation process of all transactions. In preparation for a seamless process, the transaction numbers are going to be auto reconcile with the BMO Statement Lines. To facilitate this process, each deposits slip will have **ONE** Transaction number.

See highlighted example below:

Transaction:2143
 Receipt: 2009
 Machine: RGS-700 202009260008
 Date: 09/12/22
 Time: 12:28 PM
 Customer: CFB Kingston - NPP
 ON
 Location: Kingston, ON4627
 1
 Operation:DEPOSIT

Denomination	Number	Value
CAD 0.05	1	0.05
CAD 0.10	1	0.10
CAD 1.00	1	1.00
CAD 5.00	3	15.00
CAD 20.00	4	80.00
Total coins:		CAD 1.15
Total notes:		CAD 95.00
Total:		CAD 96.15

If there were bills, coins that got rejected, close/finish the current transaction, print the deposit slip. This slip will reflect ONE transaction number at the top for the **funds that were accepted.**

For any **REJECTED BILLS and/or COINS:**

1. Sign back in.
2. Do another deposit by a BAG DROP.
3. Close/finish transaction.
4. Print slip. This slip will reflect **ONE** transaction number at the top for the funds that were deposited as a bag drop.

For any **CHEQUE/S:**

1. Sign in.
2. Do deposit by a BAG DROP.
3. Close/finish transaction.
4. Print slip. This slip will reflect **ONE** transaction number at the top for the funds that were deposited as another bag drop.

On the front of the deposit transaction slip, write the Daily Sales Report (DSR) date for verification and reconciliation by the NPP Accounting Office Staff.