



Checklist

Cover sheet for the Transferral of Receipting to/from the Suspense Account

	cso	Receipting Checklist
1.	Name of Customer:	Nicholber Family Trust
2.	Debtor Number:	
3.	Amount:	\$ 2215.87
4.	Method: (cash, chq, eftpos, etc)	eHQ
5.	Receipt No. Issued:	3302838
6.	What is the payment for? (i.e. Resource Consent, Building Consent, etc.)	BC E-MANIES
7.	Receipted by: (CSO Name)	Lavieta Rama ake!
	Departmenta	al Administration Checklist
8.	Date Invoiced by Dept.:	16/1/1
9.	Invoice No.:	146656
10.	Date Receipt Transfer Requested:	16/1/14
	From Debtor No.:	10-9.
	To Debtor No.:	1046135 DAP 399751
	Amount:	\$ 2251-87

NOTES

NB: Please email all details entered into the Departmental Administration Checklist to: revenuerecovery@fndc.govt.nz for funds to be transferred.				
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