

## QuickBooks Tips and Tricks

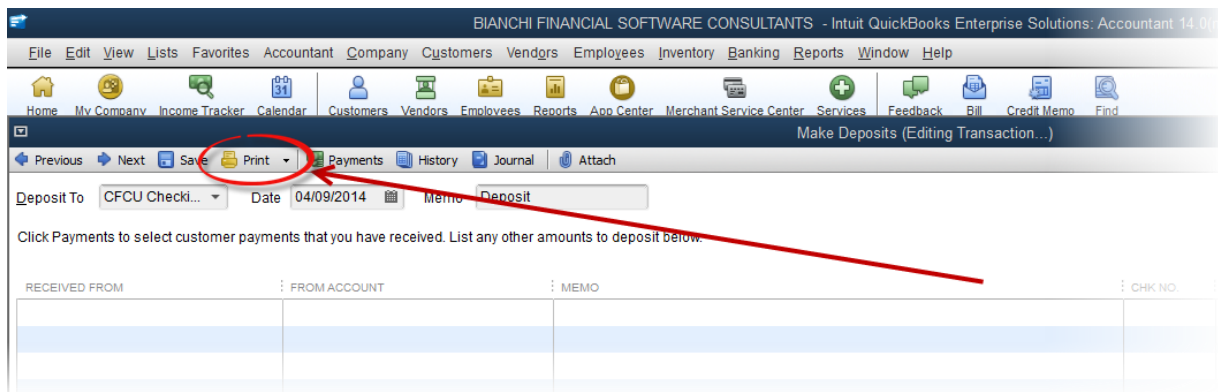
Software: QuickBooks Pro, QuickBooks Premier, QuickBooks Enterprise Solutions  
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### Printing Deposit Tickets in QuickBooks

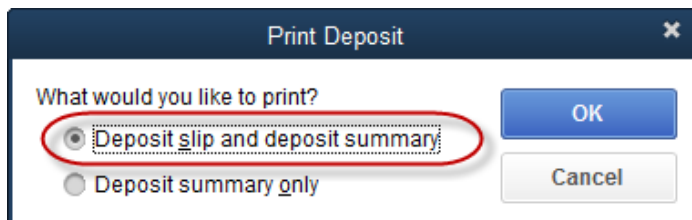
It is always surprising working with QuickBooks users who are diligent about recording all of their transactions in QuickBooks, yet still head off to the bank with deposit tickets handwritten the “old fashioned” way.

You’ve already done the legwork and recorded all of the checks and cash in QuickBooks, and you’ve already assembled them into a Bank Deposit in QuickBooks. Printing the ticket can take you 2 seconds and not only saves you the hassle of handwriting the tickets, but also eliminates any calculation errors.

To print the ticket, go to **Banking >> Make Deposits** and enter all of the checks and cash to be deposited. Before closing out of the deposit, simply click the **Print** button:



You will be prompted to print the Deposit Slip and Deposit Summary, or the Deposit Summary Only – Go ahead and select the option to print the slip:



## Printing Deposit Tickets in QuickBooks

Now, instead of having tickets that looks like this:

**Associated Bank**  
MILWAUKEE OFFICE  
Milwaukee, WI 53201-0222

DATE 3/10/04

CURRENCY	COIN	LIST EACH CHECK	DOLLARS	CENTS
1			130.	50
3			200.	50
4		187.95		
5			7.	50
6			229.	
7		128.95		
8			258.	
9			417.	90
10			1,254.	50
11			111.	60
12			623.	85
13			201.	
14		5x19.99	99.	77
15				
16				
17				

PLEASE ENTER TOTAL

79-57-759

TOTAL ITEMS 10

PLEASE BE SURE ALL ITEMS ARE PROPERLY ENDORSED.  
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL.

\$ 5055.25  
5,155.00

Your deposit tickets will look like this!

**DEPOSIT TICKET**

**SIGMUND FREUD**  
1 Psycho Way  
New York, NY 10018

Date 31 Oct 2009

Signature \_\_\_\_\_

**Bank of the Unconscious**  
New York

CASH	AMOUNT	ITEMS	AMOUNT
	\$325.00	214	\$40.00
110	\$50.00	215	\$40.00
111	\$50.00	216	\$40.00
113	\$100.00	217	\$40.00
121	\$50.00	317	\$240.00
122	\$50.00		
123	\$50.00		
			<b>\$750.00</b>

DEPOSIT MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL.  
ALL ITEMS ENDORSED FOR DEPOSIT ARE SUBJECT TO THE POLICY AND REGULATIONS OF THE FEDERAL RESERVE.

TOTAL NUMBER OF DEPOSITED ITEMS **11**

**\$1,075.00**

If you have collected a number of cash payments, they will all be totaled together in the Cash field of the deposit slip for you.

To order QuickBooks compatible deposit slips with your bank account information preprinted on them, just click [here](#) and take advantage of the savings offered!