



Cash Count Record Form

INSTRUCTIONS: This form is to be completed if a check when submitting funds to the league.

Event: _____ Date: _____

Chairperson(s): _____

1st Count Completed

<i>Cash</i>	<i>Coins</i>	<i>Checks</i>
_____ x \$100 = \$ _____	_____ x \$1.00 = \$ _____	# of Checks: _____
_____ x \$ 50 = \$ _____	_____ x \$0.50 = \$ _____	\$ of Checks: \$ _____
_____ x \$ 20 = \$ _____	_____ x \$0.25 = \$ _____	
_____ x \$ 10 = \$ _____	_____ x \$0.10 = \$ _____	Total Ref Disbursement:
_____ x \$ 5 = \$ _____	_____ x \$0.05 = \$ _____	\$ _____
_____ x \$ 2 = \$ _____	_____ x \$0.01 = \$ _____	<u>(Attach Auth Forms)</u>
_____ x \$ 1 = \$ _____		

Cash Total: \$ _____ **Coin Total: \$** _____ **Check Total: \$** _____

Deposit Total: \$ _____

Date: _____ Signature of Chairperson: _____

2nd Count Completed (must be a different person than the 1st count)

<i>Cash</i>	<i>Coins</i>	<i>Checks</i>
_____ x \$100 = \$ _____	_____ x \$1.00 = \$ _____	# of Checks: _____
_____ x \$ 50 = \$ _____	_____ x \$0.50 = \$ _____	\$ of Checks: \$ _____
_____ x \$ 20 = \$ _____	_____ x \$0.25 = \$ _____	
_____ x \$ 10 = \$ _____	_____ x \$0.10 = \$ _____	Total Ref Disbursement:
_____ x \$ 5 = \$ _____	_____ x \$0.05 = \$ _____	\$ _____
_____ x \$ 2 = \$ _____	_____ x \$0.01 = \$ _____	<u>(Attach Auth Forms)</u>
_____ x \$ 1 = \$ _____		

Cash Total: \$ _____ **Coin Total: \$** _____ **Check Total: \$** _____

Deposit Total: \$ _____

Date: _____ Signature of Chairperson: _____

Deposit Information

Date Deposit Made: _____ **Total Amount Deposited: \$** _____