

Fundraiser/Event Deposit Count Record

Date: ___/___/20___

Event _____

Ministry _____ **Budget** _____

Cash

Coins

1¢	x	_____	=	\$ _____
5¢	x	_____	=	\$ _____
10¢	x	_____	=	\$ _____
25¢	x	_____	=	\$ _____
50¢	x	_____	=	\$ _____
\$1	x	_____	=	\$ _____

Coins Total \$ _____

Bills

\$1	x	_____	=	\$ _____
\$5	x	_____	=	\$ _____
\$10	x	_____	=	\$ _____
\$20	x	_____	=	\$ _____
\$50	x	_____	=	\$ _____
\$100	x	_____	=	\$ _____

Bills Total \$ _____

Cash Total \$ _____

Checks

Number of Checks _____

Checks Total \$ _____

Cash/Check Deposit Total \$ _____

First Counter: _____ Second Counter: _____

Fundraiser/Event Transaction Record

Name	Item	Qty	Cost	Cash	Check	Credit	Memo	Total
<i>Ima Sample</i>	<i>Choir Concert Ticket</i>	2	\$10		✓		<i>1 donated</i>	\$20.00
Cash/Check Total	<i>must match Deposit Count Record</i>							
Overall Total								

This Transaction Record must be accompanied by a Deposit Count Record which totals cash and checks received. Square credit card transactions are deposited separately and should not be included on the reverse.