

COLLEGE-SPONSORED EVENTS, SALES, PRODUCTIONS, ETC.



EVENT _____
DATE _____

Cash/Coin Breakdown

Dollars	Count	Dollar Value	Coins	Count	Coin Value
1.00		\$	0.01		\$
2.00		\$	0.05		\$
5.00		\$	0.10		\$
10.00		\$	0.25		\$
20.00		\$	0.50		\$
50.00		\$	1.00		\$
100.00		\$	-		\$
Total Cash		\$	Total Coin		\$

Check Breakdown

Check #	Payee	Check Value
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
Total Check Amount		\$

IF OVER 25 BILLS OF ANY DENOMINATION PLEASE TAKE TO THE BOOKKEEPER

Counted and Prepared by: _____ Date _____