

**TJ Band Boosters
Cash Tally Form**

- | | | |
|-------------------------------------------------|---------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> TJ Bands Merchandise | <input type="checkbox"/> Gift Cards (Scrip) | <input type="checkbox"/> License Plate Frames |
| <input type="checkbox"/> Fruit Sales | <input type="checkbox"/> Student Meals | <input type="checkbox"/> Uniforms |
| <input type="checkbox"/> Auditions/Registration | <input type="checkbox"/> Coffee/Tea Sales | <input type="checkbox"/> Concessions |
| <input type="checkbox"/> Donations | <input type="checkbox"/> Banquet | <input type="checkbox"/> Ticket Sales |
| <input type="checkbox"/> Other _____ | | |

Event: _____

Date: _____

Instructions:

- Two people must be involved in counting cash.
- Please group bills by denomination, and keep them separated. A single stack is fine.
- Coins need to be tallied, but need not be kept separated by denomination.
- Both counters need to sign this sheet, indicating that they were both present during the counting.
- Please include a separate list for checks to be deposited, but include the total on this sheet.
- Remit form, cash, and checks to TJBB Receipts Treasurer. *rcpt_treasurer@tjbands.org*

Denomination	Count	Total \$
Pennies		
Nickels		
Dimes		
Quarters		
\$1		
\$5		
\$10		
\$20		
\$50		
\$100		
Checks <i>(Include separate list for checks)</i>		
		TOTAL:

Print Name

Signature

Print Name

Signature