

# ***TWH Fastpitch Softball***

## **Cash Collections Form**

Date: \_\_\_\_\_

Event: \_\_\_\_\_  
(ie., Meet the Team; JV Tournament; Varsity Playoff; Game Day Sales)

Money Received For: \_\_\_\_\_  
(Merchandise sales; Concessions; etc)

**Note: Two adults must be in attendance for Starting and Ending counting of the cash.**

### **Starting Cash Balance**

	<b>Quantity/Total ie., (\$20's) 10 / \$100</b>
Fifties	/
Twenties	/
Tens	/
Fives	/
Ones	/
Quarters	/
Dimes	/
Nickels	/
Pennies	/
Checks	/
<b>Total Cash</b>	<b>\$</b>

### **Adult Verifications**

Printed Name:
Signature:
Date:

Printed Name:
Signature:
Date:

### **Ending Cash Balance**

	<b>Quantity/Total ie., (\$20's) 10 / \$100</b>
Fifties	/
Twenties	/
Tens	/
Fives	/
Ones	/
Quarters	/
Dimes	/
Nickels	/
Pennies	/
Checks	/
<b>Total Cash</b>	<b>\$</b>

### **Adult Verifications**

Printed Name:
Signature:
Date:

Printed Name:
Signature:
Date:

**Responsible Party for cash envelope:**

**Print Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Board Member, Concessions Chair or Designated Adult is responsible for cash from event to bank. Promptly submit a copy of completed form to BOD Treasurer.