

**GUAM DEPARTMENT OF EDUCATION  
NON-APPROPRIATED FUNDS- STUDENT ACTIVITY**

**CASH COUNT SHEET**

**Name of Club/Org:** \_\_\_\_\_

**Activity & Date:** \_\_\_\_\_

**Date of Money Submission:** \_\_\_\_\_

**DENOMINATIONS**

**CASH MONEY**

<b>VALUE</b>	<b>COUNT</b>	<b>AMOUNT</b>
.01		
.05		
.10		
.25		
1.00		
5.00		
10.00		
20.00		
50.00		
100.00		

**TOTAL CASH \$**

**CHECKS**

<b>DATE (OF CHECK)</b>	<b>Check #</b>	<b>Name of Payee</b>	<b>Paid To:</b>	<b>Amount</b>

**TOTAL CHECKS \$**

**TOTAL CASH & CHECKS \$**

**NET TOTAL CLUB/ORG DEPOSIT \$**

\_\_\_\_\_ **Club Advisor: I have verified the amounts above with the Student Treasurer.**

\_\_\_\_\_ **Student Treasurer: I have verified the amounts above with the Club Advisor.**

\_\_\_\_\_ **Submitted by / Date**

\_\_\_\_\_ **Received by / Date**