

STATEMENT OF ADMISSION FOR SPORTING EVENT sponsored by STUDENT ACTIVITY CLUB

Student Activity Club Name _____ Staple beginning ticket here _____ Staple ending ticket here _____
 Type of Event _____
 Date of Event _____

STUDENT TICKET SALES

Ticket # _____ (-) Ticket # _____ (+1 ticket) = Tickets sold _____ @ \$ _____ = \$ _____
 Ending Student Beginning Student # of Students Total

BEGINNING OF CASH ON HAND \$ _____

FUNDS DISTRIBUTION

Bills:

_____ @ \$50.00 = \$ _____
 _____ @ \$20.00 = \$ _____
 _____ @ \$10.00 = \$ _____
 _____ @ \$5.00 = \$ _____
 _____ @ \$1.00 = \$ _____

Change:

_____ @ \$1.00 = \$ _____
 _____ @ \$.50 = \$ _____
 _____ @ \$.25 = \$ _____
 _____ @ \$.10 = \$ _____
 _____ @ \$.05 = \$ _____
 _____ @ \$.01 = \$ _____

Checks:

<u>Check #</u>	<u>Check Amount</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL OF CHECKS	\$ _____

Total of Cash:	\$ _____
	+
Total of Checks:	\$ _____
	=
Sub Total:	\$ _____
Beginning of Cash on Hand	-
	\$ _____
TOTAL of Money Collected	= \$ _____

TOTAL OF CASH \$ _____

*Please remember to roll coins and bundle bills by 50 in a pack of the same denomination.
 If you need coin wrappers or cash bands, you can get them in the Business Office from the Central Treasurer.*

 Signature of Student Treasurer

 Signature of Club Advisor

 Signature of Central Treasurer
 Verifying total matches deposit

This form needs to be handed in with the deposit