

**Event Cash Receipt Record**  
 Unitarian Universalist Congregation of Fairfax

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Cash Collection Date: \_\_\_\_\_

Sponsoring Entity: \_\_\_\_\_

Cash Receipts	Cashier #1	Cashier #2
Coin Total	\$ _____	\$ _____
Currency Total	\$ _____	\$ _____
Checks \$\$ Total	\$ _____	\$ _____
Total Cash/Checks Received	\$ _____	\$ _____

No. of Checks received: \_\_\_\_\_

Cashier Name: \_\_\_\_\_

Cashier Signature: \_\_\_\_\_