

Cash Register Count Sheet

Date of Count:

Organization:

☐ Petty Cash

☐ _____
Change Found

☐ Other

Currency	Coin
Total Currency:	Total Coin:

Checks: _____
 Petty Cash Disbursement Vouchers: _____
 Other: _____
 Total Cash & Vouchers: _____
 Total to Account for: _____
 Overage or Shortage: _____

Final Person Making Count:
Second Person Making Count:

Organization:

☐ _____

Change Found

Second Person Making Count: