**Example Counting Sheet**

|  |  |  |  |
| --- | --- | --- | --- |
| Income and Banking Sheet – the parish/benefice of St XXXXXX | | |  |
| Date |  |  | |
|  | Notes | £ | 00 |
| **Planned Giving Envelopes Gift aided** |  |  |  |
| Planned Giving Envelopes not under Gift Aid |  |  |  |
| **Plate Collections at services** |  |  |  |
| **Donations and special appeals** |  |  |  |
| **Fayres** |  |  |  |
| **Coffee Mornings/bookstall etc** |  |  |  |
| **Fees for funerals etc** |  |  |  |
| **Fees for Weddings** |  |  |  |
| **Magazine sales** |  |  |  |
| **Collections at funerals (include % for other charities)** |  |  |  |
| Total |  |  |  |
| Total Cash |  |  |  |
| Total Cheques |  |  |  |
| Total Banked |  | £ - |  |
| Signature of counter 1 |  |  |  |
| Signature of counter 2 |  |  |  |
|  |  |  |  |
| Date banked |  |  |  |