

# SAF- Athletic Start Up Cash Count

**This form is to be submitted at the end of each month, to the Financial Secretary for SAF Monthly Reporting and Balancing.**

Date: \_\_\_\_\_

Sponsor Name: \_\_\_\_\_

☐ Funds have been signed back in with administration.

**FOR OFFICE USE:**

## ACTIVITY FUND INFORMATION

Cost Center #: \_\_\_\_\_

Receipt #: \_\_\_\_\_

Notes:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- *Funds should be kept locked, when not in use for Gate/Admission purposes.*
- *"Start Up" change will be deposited after the last game in the Spring semester. Write on the deposit slip "Athletic Start Up Change". This will not be entered into FBCJ.*

Currency	Number of Bills	Amount
<b>Total Bills</b>		

Coins	Number of Coins	Amount
<b>Total Coins</b>		

<b>Total:</b>	
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Sponsor Signature: \_\_\_\_\_

Secretary Signature: \_\_\_\_\_