

DUES RECORD

(This record is kept by the volunteer or the treasurer as a record of dues collected from its members.)

Troop number													Υ	ear ₋		 		
Names	Day																	
1.																		1.
2.																		2.
3.																		3.
4.																		4.
5.																		5.
6.																		6.
7.																		7.
8.																		8.
9.																		9.
10.																		10.
11.																		11.
12.																		12.
13.																		13.
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16.																		16.
17.																		17.
18.																		18.
19.																		19.
20.																		20.
21.																		21.
22.																		22.
23.																		23.
24.																		24.
25.																		25.
	Totals	ĺ								ĺ								

HOW TO USE THIS FORM

The following method may be used to indicate that the dues are paid in full (X); in part (record actual amount paid; or not at all (leave the square blank). When, in the case of non-payment, the balance is paid, the (X) may be used to cover the amount already recorded as a partial payment or to fill the blank space. At the end of each month, a vertical line may be drawn in red.

ATTENDANCE RECORD

(This record is kept by the volunteer)

Troop number	Year
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Month										
Names Day										
1.										1.
2.									\Box	2.
3.									\Box	3.
4.									\Box	4.
5.										5.
6.										6.
7.									\Box	7.
8.										8.
9.										9.
10.										10
11.										11.
12.										12
13.										13
14.										14
15.										15
16.										16
17.										17
18.										18
19.										19
20.										20
21.										21
22.										22
23.										23
24.										24
25.									\Box	25
Total registered										\top
Total not registered										
Total visitors										
Total attendance										

At the end of each month, a vertical line may be drawn in red.