

## Vestry Collection Record

Date of collection: \_\_\_\_\_

### Church:

	Planned Giving Envelopes <sup>1</sup>	One-off Gift Aid Envelopes <sup>1</sup>	Open Plate <sup>2</sup>		Other Income <sup>3</sup>		TOTAL
	No of Envelopes:	No of Envelopes:	Eligible for GASDS	Not Eligible for GASDS	Eligible for GASDS	Not Eligible for GASDS	
Notes: £50							
£20							
£10							
£5							
Coins: £2							
£1							
50p							
20p							
10p or 5p							
2p or 1p							
<b>TOTAL</b>							
Cheques							
<b>GRAND TOTAL</b>							

### Notes

<sup>1</sup> Ensure you record the number of envelopes received for both of these types of donations.

<sup>2</sup> Open Plate Donations: **Only cash donations of £30 or less are 'eligible for GASDS'**. £50 notes and cheques should be recorded in the right hand column, as should any donations that you know to be over £30 from an individual donor (e.g. two £20 notes in an envelope, or secured with an elastic band).

<sup>3</sup> Other Donations: Donations received from wall boxes, external collections or home communions can now be included. Excluded items include; tea/coffee money, candles etc.

Counted by \_\_\_\_\_ & \_\_\_\_\_ (please sign).