Church Attendance Report

Church Name: _____

Directions for Using this Form

1. This form should be filled out on the second and seventh Sabbaths of each quarter. Establish a person(s) to be responsible for this count.

2. This count for church attendance should take place at the beginning of the sermon, and should be conducted in the same manner and at the same time each Sabbath the count is taken to assure accuracy and uniformity. Where two or more services are held on a Sabbath, the figure recorded is the attendance of both/all.

3. This attendance count should include the total number in attendance including: all children (regardless of age), all adults, both SDA visitors, and non-SDA visitors. Everyone who is in attendance is to be recorded. **This is to be an actual count, not an estimate**.

4. After the attendance counts are totaled and recorded in the space below, this form should be given to your local church clerk/secretary.

5. This information should be included in the quarterly reports.

Second Sabbath Attendance	Seventh Sabbath Attendance
Signature of person doing count:	*Signature of person doing count:*
_____	_____
Date of Count: _____	Date of Count: _____