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|  |  | **WEST JAMAICA CONFERENCE CHURCH ATTENDANCE REPORT** | | | | | |  |  |
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| **Church Name:** | |  | | | | | | | |
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| *Directions for using this form:* | | | | | | | | | |
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| 1. This form should be completed on the **SECOND** and **SEVENTH** Sabbaths of each quarter. | | | | | | | | | |
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| 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 ensure accuracy and uniformity. Where two or more services are held on a Sabbath, the figure recorded is the accumulated attendance of both. | | | | | | | | | |
|  | | | | | | | | | |
| 3. This count should include the total number in attendance, including all children (regardless of age), all adults, both SDA and Non-SDA visitors. Everyone in attendance is to be recorded. **This is to be an actual count, not an estimate.** | | | | | | | | | |
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| 4. After the attendance counts are totaled and recorded in the space below, this form should be given to your local clerk/secretary. | | | | | | | | | |
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| 5. This information should be included in the quarterly reports. | | | | | | | | | |
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| **SECOND SABBATH ATTENDANCE** | | | |  | **SEVENTH SABBATH ATTENDANCE** | | | | |
| *Signature of person doing count:* | | | |  | *Signature of person doing count:* | | | | |
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| Date of Count: | |  | |  | Date of Count: | |  | | |