

# Ministry Group Contact & Attendance Tracking Group Name: \_\_\_\_\_ Group Captain(s) \_\_\_\_\_

Circle the month in use. For fifth Sunday, squeeze two Sundays into the fourth box. Count people present who work elsewhere (In Service)

#	Name	Code	Guide	Sept or Mar				Oct or April				Nov or May				Dec or June				Jan or July				Feb or Aug			
1			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
2			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
3			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
4			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
5			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
6			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
7			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
8			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
9			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
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11			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
12			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
13			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
14			Attend <input type="checkbox"/> Contact <input type="checkbox"/>																								
15	John Smith Sample	M	Attend <input type="checkbox"/> Contact <input type="checkbox"/>	P	A	A	A	P	P	P	P	P	P	A	P												
				X	C	N	X	C	X	T	X	X	X														

**CODES:** M-Member, P-Prospect, S-In Service **ATTENDANCE:** P-Present, A-Absent **CONTACT:** C-Call, N-Note, E-Email, V-Visit, T-Talked during the week, X No Contact