

Tally Sheets for Cash Transactions

Collection Date: _____

Cash Box #: _____

EVENT: _____

STUDENT NAMES

Cashier: _____ Tally Taker: _____ Ticket Distributor: _____

Collections - CASH		TOTAL
\$1.00		\$
\$2.00		\$
\$5.00		\$
\$10.00		\$
\$20.00		\$
\$50.00		\$
\$100.00		\$
TOTAL CASH:		\$ A

Collections - COIN		TOTAL
¢.01		\$
¢.05		¢
¢.10		¢
¢.25		¢
¢.50		¢
¢1.00		¢
TOTAL COIN:		\$ B

Refunds - CASH	TOTAL
\$1.00	\$
\$2.00	\$
\$5.00	\$
\$10.00	\$
\$20.00	\$
\$50.00	\$
\$100.00	\$
TOTAL REFUNDS:	\$ C

Total Collected	
TOTAL CASH:	\$ A
TOTAL COIN:	\$ B
Subtract Total Refunds:	\$ -- C
TOTAL CHECKS:	\$ D

GRAND TOTAL: \$ _____

Number of Checks collected:	_____
Total amount of checks:	\$ D

5-STAR USED : Y / N
(Attach list)

*ATTACH CALCULATOR TAPE WITH TOTALS TO THIS FORM.

Ticket # End:	Ticket # Start:	Total Tickets Sold:	Price of Tickets:	Total \$ Collected:
_____	_____	_____	_____	_____
-	=	x	(cash, coin, checks)	