

CASH COLLECTION

EVENT: _____

DATE OF EVENT: _____

TOTAL CASH IN POSSESSION: \$ _____

LESS CHANGE FUND: \$ _____

TOTAL CASH COLLECTED: \$ _____

Signature

Miami Trace Local School District

Record of Ticket and Cash Accountability

Event: _____

Event Site: _____

Date: _____

Section 1 Ticket Accountability

Ticket Report: Beginning Ticket #: _____ Ending Ticket #: _____

Ticket Report: Beginning Ticket #: _____ Ending Ticket #: _____

Total Tickets Sold _____

Section 2: Cash Accountability

	Quantity		Sale Price	Total
_____	_____	x	_____	_____
_____	_____	x	_____	_____
_____	_____	x	_____	_____

Total Ticket Sales _____

Cash Deposited _____

Cash Over/Under _____

Explanation for cash difference reported:

Signature: _____