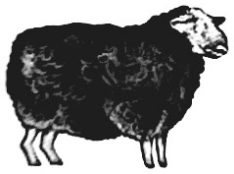
After-Hours Sales (& other transactions)

Item	Description & Quantity	Cost	Initials
		$	
		$	
		$	

Total After-Hours Sales: $

Ref#

(for Team Finance use only)



Login Info

Date: _____ Time: _____ Name: _____ Buddy: _____

$ _____ (Last Counted Closing Till) + $ _____ (After-Hours Sales) = $ _____ (Opening Till) → $ _____ (Counted Opening Till) ($ _____) Discrepancy?

Sales

Item	Description & Quantity	Cost
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$

Total Sales: $

Comments

swept?

mopped?

washed dishes?

cleaned surfaces?

Other Incoming Transactions (FOE, food, donations, etc)

Type	Description	Cost
		$
		$
		$

Total Other: $

Payouts (& Other Outgoing Cash)

To	Reason	Amount
		$
		$

Total Payouts: $

($ _____) Discrepancy?

↑

$ _____ Counted Closing Till

↑

Logout Info

$ _____ (Counted Opening Till) + $ _____ (Total Sales & Other) - $ _____ (Total Payouts) - $ _____ (Deposit) = $ _____ (Closing Till)