

POTH ISD TICKETED EVENTS FORM

*** Ticket Reconciliation to be completed by ticket taker, cash reconciliation to be completed by administrator on duty.*

Date: _____

School: _____

Event: _____

ADULT TICKETS:

A. Ending Number: _____

B. Beginning Number: _____

Total Sold (A - B + 1) _____ @ \$ _____ = \$ _____

STUDENT TICKETS:

C. Ending Number: _____

D. Beginning Number: _____

Total Sold (C - D + 1) _____ @ \$ _____ = \$ _____

OTHERS: (if applicable)

E. Ending Number: _____

F. Beginning Number: _____

Total Sold (E - F + 1) _____ @ \$ _____ = \$ _____

Ticket Seller Signature: _____

TOTAL TICKET VALUE = _____

(To be completed by Administrator on Duty)

TOTAL CASH _____

LESS BEGINNING CHANGE FUND _____

NET RECEIPTS _____

Administrator Signature: _____

OVER _____ SHORT _____

EXPLANATION FOR DIFFERENCE: _____

