

**SALES WEEK ENDING \_\_\_\_\_**

Description	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	*Total*
Sales								
Sales								
Machine								
Bad Cks Collected								
<b>Total Sales</b>								

**Cash Activity**

Cash on Hand / Beg								
Less: Cash Payouts								
Less: Deposit to Bank								
Cash should be								
Cash on Hand / End								
Cash <Over>/Short								

**Cash Paid Out**

Purchases								
Advertising								
Office Supplies								
Repairs & Maintenance								
Supplies								
Miscellaneous								
<b>Total Cash Payouts</b>								

