Davis School District
Event Ticket Sales/Gate Receipt Reconciliation Report
This form may be completed manually or as a fillable form and then printed.

Hosting School

Date

Event

Opponent

Seller's Name

Ticket Booth
(location or number)

Beginning Change for
this Ticket Booth

CASH RECONCILIATION FOR EVENT
(To be completed only once per event - combine all booths to determine totals .)

1. Tot al Cash at Ending

2. Calculated Tot al Ticket Sales

3. Change Fund Prior to Sales

4. Total Gate Receipts
   (*line 1 minus line 3*)

5. Difference (if any) between
   Calculated Sales and Gate Receipts
   (*line 2 minus line 4*)

STUDENT & SENIOR TICKETS

Cost per ticket

Ending Ticket Number

Beginning Ticket Number

Number of Tickets Sold

(Total Tickets Sold x Price) **TOTAL CASH**

ADULT TICKETS

Cost per ticket

Ending Ticket Number

Beginning Ticket Number

Number of Tickets Sold

(Total Tickets Sold x Price) **TOTAL CASH**

FAMILY OR GROUP TICKETS

Cost per ticket

Ending Ticket Number

Beginning Ticket Number

Number of Tickets Sold

(Total Tickets Sold x Price) **TOTAL CASH**

TOTAL CASH SALES THIS BOOTH

Computations verified by: _____

CASH RECONCILIATION FOR THIS BOOTH

	#	Value
$ 100		
$ 50		
$ 20		
$ 10		
$ 5		
$ 2		
$ 1		
$ 0 .50		
$ 0 .25		
$ 0 .10		
$ 0 .05		
$ 0 .01		

Total Cash

Total Checks

Total Received