



Tally Sheet

School Site: _____

Club/Number: _____

Fundraiser: _____

Date of Fundraiser: _____

(A) Item Sold	(B) Tally Marks	(C) Total Tally Marks	(D) Sales Price	(E) Extended Total
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
(F) Grand Total:				\$
(G) Cash Receipts:				\$
(H) Difference:				\$

Submitted and Approved by:

Student Club Rep: _____ Signature: _____ Date: _____

Club Advisor: _____ Signature: _____ Date: _____

INSTRUCTIONS: (A) Description of each item being sold (B) Tally marks made, one mark for each item sold (C) Number of tally marks for that item (D) Individual item sales price (E) Total of C multiplied by D (F) Grand total—sum of all extended values in E (G) Cash receipts—cash count of total cash from sales, less any startup cash (H) Difference - if E does not equal G, this is the difference between the two. Do not force the balance on this sheet. If there is an out of balance, it should be researched and resolved.



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