

CASH RECONCILIATION WORKSHEET

Sales Date:

Prepared by:

Store Hrs (less Mgr)	Avg. Wage	Total Employee Wages	Management Wages	Total Wages	Store Sales	Labor % (Total Wages / Store Sales)
	X	=	+	=	/	=

	Deposit Amount:	- Audit Trail Amount:	= Short / Over:	Explanation for Variance:
Cash:				
Check:				
Subtotal:				(Must equal amount being deposited at bank!)
House Charge:				
M/V: Use Settlement History Report to get Total Deposited				
TOTALS:	\$	\$	\$	

**STAPLE DEPOSIT TICKET
AND RECEIPT HERE.**
(Do not send to office until both are attached)