|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SCHOOL CANTEEN DAILY CASH SHEET (Cash Only)** | | | | | |
| **DAY & DATE:** | | | | | |
|  |  |  |  |  |  |
| **CASH COUNT: TOTAL CASH IN DRAWER** | | |  | **CASH SUMMARY** | |
| **QTY** |  | **Total Euro** |  |  | **Euro** |
|  | €50 |  |  | **(A)**-Total Cash Count |  |
|  | €20 |  |  | Less opening Cash Float |  |
|  | €10 |  |  | **Total Daily Cash takings** |  |
|  | €5 |  |  | **Cash takings per Till Register Z Read** |  |
|  | €2 |  |  | **Cash Over/Short** |  |
|  | €1 |  |  | *Explanation for Cash Over/Short:* |  |
|  | 50C |  |  |  |  |
|  | 20C |  |  | **END OF DAY SUMMARY Euro** | |
|  | 10C |  |  | **(A)**-Total Cash Count |  |
|  | 5C |  |  | Less Cash Lodgement |  |
|  | 1C |  |  | **Closing Cash Float** |  |
| TOTAL CASH COUNT – (A) | |  |  |  |  |
|  | |  |  |  |  |
| **All cash to be bagged and checked before bringing to the office.** | | |  |  |  |
| **Please Attach** | **Tick** **ü** | **Canteen Staff member** |  | **OFFICE USE ONLY** |  |
| Cash Register Z Read |  | Signed: | | Office Receipt No: |  |
| Cash Lodgement |  | Date: | | Amount |  |
|  |  |  |  | Signed: |  |