

Woodridge Local School District

RECORD OF TICKET/CASH ACCOUNTABILITY

ACTIVITY	SCHOOL
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EVENT	DATE	LOCATION
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TICKET ACCOUNTABILITY

1. Tickets Acquired _____
 Sequence Numbers _____ through _____
2. Number of Unused Tickets (Include with Report) _____
3. Number of Complimentary Tickets Given _____
4. Number of Tickets Used _____
 - a. Distributed but not sold _____

Disposition: _____

5. Tickets sold (subtract 4a from 4) _____

CASH ACCOUNTABILITY

1. Tickets Sold (Must be same as line 4 - 5 above) _____

	Quantity		Price	Total
1a	_____	x	_____	_____
1b	_____	x	_____	_____
1c	_____	x	_____	_____
1d	_____	x	_____	_____
2. Total Sales _____
3. Change Fund _____
4. Total Cash Account (Line 2 + Line 3) _____
5. Cash Deposited _____
6. Cash Surplus (Deficit) (Line 4 - Line 5) _____

Explanation: _____