



BL3 - TICKET RECONCILIATION

Branch: _____

Activity: _____

Activity Date: _____

BEGINNING BALANCE

Float:	\$	(A)
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ENTRANCE FEE INCOME

Entance Fee:	\$	
First Ticket # Sold:		
Last Ticket # Sold:		
Damaged Tickets:		
Free Admission:		
Total Tickets Sold:		
Total Attendance:		
Total Entrance Amount:	\$	(B)
RECEIPT #:		

CANTEEN INCOME

Canteen Takings	\$	(C)
RECEIPT #:		

EXPENSES

Items Paid For During Activity		
<i>Attach all receipts for any expenditure, e.g. any pizzas or drinks purchased for volunteers</i>		
Volunteer Refreshments:	\$	
Other:	\$	
Other:	\$	
Total Expenses:	\$	(D)

AMOUNT TO BE BANKED: = (A) + (B) + (C) - (D)	\$	
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Ticket Seller's Signature: _____

Treasurer's Signature: _____

THIS FORM TO BE COMPLETED FOR EVERY EVENT WHERE TICKETS ARE SOLD
A COPY SENT TO STATE OFFICE AND ANOTHER RETAINED FOR AUDIT PURPOSES