**Liberty Start/End**

**Drawer Collection Form & Sales Report**

**Ministry Event**: **Date:**

**Starting Drawer**

**Currency: Coins:**

Ones @$1.00 = Pennies @$0.01 =

Twos @$2.00 = Nickels @$0.05 =

Fives @$5.00 = Dimes @$0.10 =

Tens @$10.00 = Quarters @$0.25 = Twenties @$20.00 = Fifty Cent @$0.50 =

Fifties @$50.00 = Dollar @$1.00 =

Hundreds @$100.00 =

**Total Currency: Total Coins:**

**Total Starting Drawer:**

**Daily Transactions**

Gross Sales: $ Net Sales: $

Refunds: (-) $ Credit Card: (-) $

Discounts: (-) $ Gift Card: (-) $

Other: (-) $

**Total Cash Expected in Drawer:**

**Ending Drawer**

**Currency: Coins:**

Ones @$1.00 = Pennies @$0.01 =

Twos @$2.00 = Nickels @$0.05 =

Fives @$5.00 = Dimes @$0.10 =

Tens @$10.00 = Quarters @$0.25 = Twenties @$20.00 = Fifty Cent @$0.50 =

Fifties @$50.00 = Dollar @$1.00 =

Hundreds @$100.00 =

**Total Currency: Total Coins:**

**Total Ending Drawer:**

**Total To be Deposited:**

Counter #1 Name: Signature:

Counter #1 Name: Signature: