

Daily Income, Sales & Deposit Report

School: Outstanding High School

Month & Year: September-11

Day of Month (A)	STUDENT ACCOUNTS					ADULT ACCOUNTS				Non-Reimb. Cash Sales (K)	Misc. Sales (L)	Actual Bank Deposits (M)	Computed Bank Deposits (N)	Computed Total Receipts (O)
	Receipts, Cash & Checks (B)	Receipts, Web Payments (C)	Reimb. Sales & Charges (D)	A la Carte Sales & Charges (E)	Refunds (F)	Receipts, Cash & Checks (G)	Receipts, Web Payments (H)	Sales & Charges (I)	Refunds (J)					
1	1,401.30	130.00	603.20	6.30		9.50		1.80		12.40		1,423.00	1,423.20	1,553.20
2	547.05	100.00	614.95	15.50		14.00		9.70		21.70	50.00	633.00	632.75	732.75
3													0.00	0.00
4													0.00	0.00
5													0.00	0.00
6	408.15	80.00	601.90	10.35		40.05		21.30		18.60		466.80	466.80	546.80
7	1,191.00	10.00	632.90	72.00		39.70		26.80		9.30		1,240.00	1,240.00	1,250.00
8	158.45	80.00	639.75	9.30		11.85		16.40		21.70		192.00	192.00	272.00
9	117.50	160.00	653.95	0.45		31.30		25.25		15.50	70.00	234.05	234.30	394.30
10													0.00	0.00
11													0.00	0.00
12														0.00
13														0.00
14														0.00
15														0.00
16														0.00
17														0.00
18														0.00
19														0.00
20														0.00
21														0.00
22														0.00
23														0.00
24														0.00
25														0.00
26														0.00
27														0.00
28														0.00
29														0.00
30														0.00
31														0.00
TOTAL	3,823.45	560.00	3,746.65	113.90	0.00	146.40	0.00	101.25	0.00	99.20	120.00	4,188.85	4,189.05	4,749.05

Charges still owed from students & adults

End-of-month Uncollected Charges: \$36.00

Signature of Person Approving Report: _____

Date: _____

Actual Deposits (-) Computed Deposits : -0.20

(over for Monthly/Annual Financial Report Data)

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Monthly/Annual Financial Report Data	
3,823.45 (+) Student Accounts: Receipts, Cash & Checks (B) 560.00 (+) Student Accounts: Receipts, Web Payments (C) 0.00 (-) Student Accounts: Refunds (F) 4,383.45 = Financial Report, Line 1611-1614, Student Receipts on Account	
146.40 (+) Adult Accounts: Receipts, Cash & Checks (G) 0.00 (+) Adult Accounts: Receipts, Web Payments (H) 0.00 (-) Adult Accounts: Refunds (J) 99.20 (+) Non-Reimbursable Cash Sales (K) 245.60 = Financial Report, Line 1620, Adult Receipts on Account & All Non-Reimbursable Cash Sales	
120.00 (+) Misc. Sales (L) 120.00 = Financial Report, Line 1990, Miscellaneous Income (includes internal catering, food service provided to another CNP sponsor, private grants, private donations)	
3,746.65 (+) Student Accounts: Reimb. Sales & Charges (D) 3,746.65 = Reimbursable Sales & Charges (Students ONLY)	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <i>If zero and filed a claim, contact your consultant</i> </div>
113.90 (+) Student Accounts: A la Carte Sales & Charges (E) 101.25 (+) Adult Accounts: Sales & Charges (I) 99.20 (+) Non-Reimbursable Cash Sales (K) 120.00 (+) Misc. Sales (L) 434.35 = Non-Reimbursable Sales & Charges (Students & Adults)	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <i>If zero and filed a claim, contact your consultant</i> </div>

Note: Report the End-of-Year Balance of Uncollected Charges and the difference between Computed and Actual Income on the Annual Financial Report.

