



Cash Drawer Count Sheet

Name: _____ Date: _____ Shift: _____

<u>BEGINNING</u>	<u>AMOUNT</u>	<u>END</u>	<u>AMOUNT</u>
100's	\$ _____	100's	\$ _____
50's	\$ _____	50's	\$ _____
20's	\$ _____	20's	\$ _____
10's	\$ _____	10's	\$ _____
5's	\$ _____	5's	\$ _____
1's	\$ _____	1's	\$ _____
Quarters	\$ _____	Quarters	\$ _____
Dimes	\$ _____	Dimes	\$ _____
Nickels	\$ _____	Nickels	\$ _____
Pennies	\$ _____	Pennies	\$ _____
Traveler's Checks	\$ _____	Traveler's Checks	\$ _____
Pay Outs / Draws	\$ _____	Pay Outs / Draws	\$ _____
Total Drawer	\$ _____	Total Drawer	\$ _____

Initial _____ **Initial** _____

Beginning of Shift Balance - \$400.00

TOTAL DROP = \$ _____

TOTAL AMOUNT OF SECURITY DEPOSITS (BEGINNING SHIFT ROOM NUMBER (S): \$ _____

SECURITY DEPOSITS RECEIVED DURING SHIFT (look at shift report) ROOM NUMBER (S): \$ _____

SECURITY DEPOSITS RETURNED DURING SHIFT(look at shift report) ROOM NUMBER (S): \$ _____

TOTAL AMOUNT OF SECURITY DEPOSIT (END SHIFT) \$ _____

Initial _____