

Cash Drawer Reconciliation Report

Date: _____ Drawer #: _____ Cashier: _____

Opening Balance:
\$ _____

Sales (Cash):
\$ _____

Sales (Other Payment Methods):
\$ _____

Total Cash Expected:
\$ _____

Actual Cash Counted:
\$ _____

Difference (Over/Short):
\$ _____

Cash Breakdown

Denomination	Count	Amount
\$100	_____	\$ _____
\$50	_____	\$ _____
\$20	_____	\$ _____
\$10	_____	\$ _____
\$5	_____	\$ _____
\$1	_____	\$ _____
Coins	_____	\$ _____
Total Cash		\$ _____

Notes / Comments

Cashier Signature

Verified By

Date

