

MONTHLY SALES SUMMARY

BUSINESS NAME _____

MONTH/YEAR _____

DAY	REGISTER READING	TOTAL SALES	SALES TAX	CASH PAID OUT FOOD	CASH PAID OUT MISC.	CASH OVER/(SHORT)	DEPOSITS
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
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18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
TOTALS							