

# Daily Cash Reconciliation

Cash	Closing Number	Closing Total	Opening Number	Opening Total
\$50 x	_____	= _____	\$50 x	_____ = _____
\$20 x	_____	= _____	\$20 x	_____ = _____
\$10 x	_____	= _____	\$10 x	_____ = _____
\$5 x	_____	= _____	\$ 5 x	_____ = _____
\$2 x	_____	= _____	\$ 2 x	_____ = _____
\$1 x	_____	= _____	\$ 1 x	_____ = _____
.50 x	_____	= _____	.50 x	_____ = _____
.25 x	_____	= _____	.25 x	_____ = _____
.10 x	_____	= _____	.10 x	_____ = _____
.05 x	_____	= _____	.05 x	_____ = _____
.01 x	_____	= _____	.01 x	_____ = _____

Total Closing Cash \_\_\_\_\_

Total Opening Cash \_\_\_\_\_

Cash Verified by:

Cash Verified by:

\_\_\_\_\_  
Signature Volunteer #1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Volunteer #1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name Volunteer #1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name Volunteer #1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Volunteer #2

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Volunteer #2

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Volunteer #2

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Volunteer #2

\_\_\_\_\_  
Date