

Business Operations Center

CASH RECEIPTS LOG

Post all sales less than \$10.00 on this log

Activity / Purpose _____

Event Date _____

County _____

Account # _____

Date	Name (optional)	Cash \$\$	Check #	Check \$\$	Sales Tax Collected*	Total Receipt \$\$*
	Total	0.00		0.00	0.00	0.00

*If no sales tax collected, leave these fields blank.

Prepared by _____ Date _____

Verified by _____ Date _____