Deer Valley Unified School District

STUDENT ACTIVITIES

Tally Log Form

School:		**Date:**		**Time:**	
Club Name:		**Club Sponsor:**			
Event Name:					

Nominal value items sold by Student Activities events must be accounted for with a tally log. Nominal valued items can be described as, but not limited to: popcorn, hot chocolate, Otter Pops, etc.

1. Record/tally quantity sold per day
2. After each day, reconcile cash received with tally log

Date Sold	Item	Quantity Sold	Sale Price	Total Sales
				$ 0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00

TOTAL SALES ***$*** **0.00**

******Follow campus procedures for maintaining proper controls on monies collected. Monies MUST be deposited no more than one week from the date they were collected******