

NAME OF ORGANIZATION _____

INVENTORY PERIOD:

BEGINNING DATE OF INVENTORY: _____

ENDING DATE OF INVENTORY: _____

REPORTS ARE DUE TO BOSO BY THE 5TH DAY OF EACH MONTH.

INVENTORY AND SALES CONTROL WORKSHEET

NAME OF ITEM	BEGINNING INVENTORY	+ PURCHASES	= TOTAL NUMBER FOR SALE	- ENDING INVENTORY	= NUMBER SOLD	X SELLING PRICE	= TOTAL SALES

Deposits for this event should be made no later than three days from the conclusion of the event.

Deposits for this sale should not be combined with other club deposits.

Deposits need to be made and recorded on this report prior to turning in to BOSO.

DEPOSIT #	DEPOSIT AMOUNT

TOTAL SALES FOR PERIOD	_____
TOTAL DEPOSITED FOR PERIOD	_____
CASH OVER/SHORT FOR PERIOD	_____

ORGANIZATION OFFICER _____

MEMBER IN CHARGE OF OPERATION _____

***ATTACH EXTRA SHEETS AS NEEDED**

NAME OF ITEM	BEGINNING INVENTORY	+	PURCHASES	=	TOTAL NUMBER FOR SALE	-	ENDING INVENTORY	=	NUMBER SOLD	X	SELLING PRICE	=	TOTAL SALES
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