

Daily Reconciliation

Delaware Lottery Sales Date: _____

Traditional Retailer

Accountable Staff _____

Prepared By: _____



Delaware Lottery

Date Prepared: _____

Instant Ticket Inventory

Bin Number	Pack #	(-) Beg. Ticket #	(+) End Ticket #	(=) Sold	(x) Price	(=) Sales (\$)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
Total						\$

ENDING CASH ON HAND:	\$ _____	INSTANT SALES:	\$ _____
BEGINNING CASH ON HAND:	(Subtract) \$ _____	(from inventory above)	
ACTUAL CASH ON HAND:	\$ _____	INSTANT Cashes	(Subtract) \$ _____
		(from Daily Sales Activity)	
		Draw Total (this is NET)	(Add) \$ _____
		(from Daily Sales Activity)	
		Voucher Cashes	(Subtract) \$ _____
		(from Daily Sales Activity)	
ACTUAL CASH ON HAND:	\$ _____	Debit Transactions	(Subtract) \$ _____
CASH ACCOUNTABLE FOR:	(Subtract) \$ _____	(from Daily Sales Activity)	
OVER(+) / SHORT(-)	\$ _____	CASH ACCOUNTABLE FOR:	\$ _____