



MANAGER'S DAILY REPORT DAY: _____ DATE: _____

BARTENDER _____

INCOME TOTAL:

Beer \$ _____ Wine \$ _____ Liquor \$ _____ Soda \$ _____ Snacks: \$ _____ \$ _____

Monday Night Room Ball License
 Dinner \$ _____ Rental(s) \$ _____ Cap (s) \$ _____ Plates(s) \$ _____

Donations Received \$ _____ Fund Raiser \$ _____ Meals \$ _____ \$ _____

Other Income _____

_____ \$ _____

TOTAL INCOME \$ _____

EXPENSES

Beer \$ _____ Wine \$ _____ Liquor \$ _____ Soda \$ _____ Snacks: \$ _____ \$ _____

Food \$ _____ Linen/Laundry \$ _____ Entertainment \$ _____ \$ _____

Repair/Maintenance (describe) _____ \$ _____

Supplies (describe) _____ \$ _____

Other (describe) _____ \$ _____

TOTAL INCOME \$ _____ TOTAL EXPENSES \$ _____

TOTAL EXPENSES \$ _____ CASH SHORT/OVER \$ _____

NET/LOSS \$ _____

DEPOSIT \$ _____ MANAGER _____