

Payment Reconciliation Sheet

5/2/2008

FloristWare Totals			Your Totals	Difference
Method	Count	Value		
Cash	4	\$77.05	:	:
Debit Card	0	\$0.00	:	:
Visa	8	\$258.03	:	:
Mastercard	7	\$308.78	:	:
Amex	3	\$261.17	:	:
Discover	0	\$0.00	:	:
EnRoute	0	\$0.00	:	:
Diner's Club	0	\$0.00	:	:
Other Card	0	\$0.00	:	:
Card Totals	18	\$827.98	:	:
Checks	3	\$2441.47	:	:
Account	5	\$375.48	:	:
Deferred	1	\$300.95	:	:
Receivable Totals	6	\$676.43	:	:
Promotional	0	\$0.00	:	:
Compensation	0	\$0.00	:	:
Giveaway Totals	0	\$0.00	:	:
Barter Network One	0	\$0.00	:	:
Barter Network Two	0	\$0.00	:	:
Barter Totals	0	\$0.00	:	:
Other	0	\$0.00	:	:
Total	31	\$4022.93	:	:

Notes:

Some (not all) shops use this report each night when they close out to help them reconcile their receipts. It makes a process that some employees find confusing very simple and straightforward. It also help you stay organized by making your business more systems based.