SCRATCH/LOTTO BALANCING FORM WITH SHIFTS

DATE:

	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Game/Pack No.	Daily Acctng Rpt Sold (-) Minus Cancels
SHIFT I																																
End of Shift Tix No.																																
Beg. of Shift Tix. No.	-																															
No. of Tix Sold																																
Ticket Price	x																															
Value of Tix Sold	$																															
SHIFT II																																
End of Shift Tix No.																																
Beg. of Shift Tix. No.	-																															
No. of Tix Sold																																
Ticket Price	x																															
Value of Tix Sold	$																															
SHIFT III																																
End of Shift Tix No.																																
Beg. of Shift Tix. No.	-																															
No. of Tix Sold																																
Ticket Price	x																															
Value of Tix Sold	$																															

SHIFT I	
Scratch Sales (above)	
Lotto Sales (Daily Acctg. Rpt)	
Scratch Redemptions	
Lotto Redemptions	

SHIFT II	
Scratch Sales (above)	
Lotto Sales (Daily Acctg. Rpt)	
Scratch Redemptions	
Lotto Redemptions	

SHIFT III	
Scratch Sales (above)	
Lotto Sales (Daily Acctg. Rpt)	
Scratch Redemptions	
Lotto Redemptions	

DAILY TOTAL	
Scratch Sales	
Lotto Sales	
Scratch Redemptions	
Lotto Redemptions	
SUGGESTED DEPOSIT	

1. Verify redemptions against Daily Accounting (Lotto) and Daily Activity Report (Scratch).
2. Verify redemptions and sales against register totals.
3. Verify suggested deposit against cash counted in drawer [minus (-) beginning cash amount] if using a separate cash drawer.