

OKLAHOMA CITY PUBLIC SCHOOLS

Ticket Sale Reconciliation – Multiple Day Sales

| Section I: General Information | | | |
|--|--|-----------------------------------|--|
| <i>(1) School Name</i> | | <i>(2) Site Number</i> | |
| <i>(3) Sub Account Number</i> | | <i>(4) Sub Account Name</i> | |
| <i>(5) Teacher / Sponsor</i> | | <i>(6) Fundraiser Description</i> | |
| <i>(7) a Beginning Sale Date</i> <i>b Ending Sale Date</i> | | <i>(8) Program Code(s)</i> | |

| Section II: Ticket Record |
|---------------------------|
|---------------------------|

| Student Tickets | | | | | | | | | | |
|------------------------------------|---|--------------------------------------|---|--------------|---|------------------|---|-----------------------------|------------------------------------|----------------|
| # of 1 st Unsold Ticket | - | Ticket # 1 st Ticket Sold | = | Tickets Sold | * | Price Per Ticket | = | Total Value of Tickets Sold | Ticket Receipt # | Receipt Amount |
| <i>Example</i> <i>1962</i> | - | <i>1952</i> | = | <i>10</i> | * | <i>4.00</i> | = | <i>40.00</i> | <i>Rcpt Book#</i> <i>104852</i> | <i>\$40.00</i> |
| | - | | = | | * | | = | | | |
| | - | | = | | * | | = | | | |
| | - | | = | | * | | = | | | |
| | - | | = | | * | | = | | | |
| | - | | = | | * | | = | | | |
| | - | | = | | * | | = | | | |
| | - | | = | | * | | = | | | |

| Adult Tickets | | | | | | | | | | |
|---------------|---|--|---|--|---|--|---|--|--|--|
| | - | | = | | * | | = | | | |
| | - | | = | | * | | = | | | |
| | - | | = | | * | | = | | | |

| Section III: Signatures | | | |
|-------------------------|--|--|--|
|-------------------------|--|--|--|

| | |
|---|-----------------|
| <i>(1) Activity Fund Sponsor (Requestor)/ Gatekeeper</i> | <i>(2) Date</i> |
| <i>(3) Principal / Secretary / Athletic Director (circle one)</i> | <i>(4) Date</i> |