



**Check Summary**

| CHECK NAME & NUMBER | PURPOSE | TAXABLE AMOUNT<br>(If Applicable) | SALES TAX COLLECTED<br>(If Applicable) | TOTAL CHECK AMOUNT |
|---------------------|---------|-----------------------------------|--|--------------------|
|                     |         |                                   |  |                    |
|                     |         |                                   |  |                    |
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|                     |         |                                   |  |                    |
|                     |         |                                   |  |                    |

**TOTAL CHECKS= \$ \_\_\_\_\_**

**Cash Summary**

| CASH NAME | PURPOSE | TAXABLE AMOUNT<br>(If Applicable) | SALES TAX COLLECTED<br>(If Applicable) | TOTAL CASH AMOUNT |
|-----------|---------|-----------------------------------|--|-------------------|
|           |         |                                   |  |                   |
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**TOTAL CASH= \$ \_\_\_\_\_**