

Wilson Theater Company

(initial)

SHOW: _____ **SHOW DATE** _____

BOX OFFICE MANAGER: _____

TICKET SALES STAFF: _____

1. STARTING CHANGE IN CASH BOX: *count the money* \$ _____

2. # REG TICKETS SOLD: _____ X \$9 = \$ _____

3. # STUDENT TICKETS SOLD: _____ X \$7 = \$ _____

4. # OF SR CITIZEN TICKETS SOLD: _____ X \$7 = \$ _____

5. # OF IMPROV TICKETS SOLD _____ X \$3 = \$ _____

6. # OF COMP TICKETS: _____

7. TICKET INCOME: (2+3+4+5) \$ _____

8. INCOME + CHANGE: (7+1) \$ _____

9. ACTUAL ENDING AMOUNT IN CASH BOX \$ _____
(*count the money in the cash box*):

does balance check (LINE 8 = LINE 9)?

Yes / No

If no, explain:

10. AMOUNT TO DEPOSIT \$ _____

TICKET SALES RECORD

In the boxes below, indicate the number tickets sold for each performance.

At the bottom of the page, indicate the total number of tickets sold.

REGULAR TICKETS (\$9)

STUDENT TICKETS (\$7)

SR CITIZEN TICKETS (\$7)

IMPROV / CABARET TICKETS (\$3)

COMP TICKETS (\$0)

TOTAL NUMBER OF TICKETS SOLD _____