

Appendix A: Regular Books Worksheet

Float Out \$ _____

Date: _____

The first set of Regular Books was sold from the counter

2nd Set of Regular Books

Out	#			1 st set of regular books (a.k.a. returns)	#
In	#			- 2 nd set sold	#
Out – In = Sold	#	* \$2.00 =	\$	= 2 nd set of returns must match the	#

3rd Set of Regular Books

Out	#			Actual Count	#
In	#			- 3 rd set sold	#
Out – In = Sold	#	* \$2.00 =	\$	= 3 rd set of returns must match the	#
				Actual Count	#

4th Set of Regular Books

Out	#			- 4 th set sold	#
In	#			= 4 th set of returns must match the	#
Out – In = Sold	#	* \$2.00 =	\$	Actual Count	#

Float In \$ _____
