

**Beavercreek City School District
Activity Ticket Inventory Form**

____ **BHS** ____ **AMS** ____ **CMS** **Sport** _____

Visiting School _____

Date of Event _____

Start-Up/Change Fund: \$ _____

Presale

Student Sales

Adult Sales

Beginning Ticket Number	Ending Ticket Number	Number of Tickets Sold	Beginning Ticket Number	Ending Ticket Number	Number of Tickets Sold

Total Student Ticket Pre-sales:
_____ @ \$ _____ = \$ _____

Total Adult Ticket Pre-sales:
_____ @ \$ _____ = \$ _____

Gate Sales

Student Sales

Adult Sales

Beginning Ticket Number	Ending Ticket Number	Number of Tickets Sold	Beginning Ticket Number	Ending Ticket Number	Number of Tickets Sold

Total Student Ticket Gate sales:
_____ @ \$ _____ = \$ _____

Total Adult Ticket Gate sales:
_____ @ \$ _____ = \$ _____

Reserve Seats: Quantity Sold _____ @ \$ _____ per ticket = \$ _____

Shortage/Overage = \$ _____

Grand Total \$ _____

Gate Worker Signature: _____ Date _____

Revenue Received By (Witness): _____ Date _____

Revenue Received By (AD/Asst AD): _____ Date _____

Remarks: _____

***Complimentary tickets** should be noted on this report, but should not be included in the calculations. They may be entered with a \$0 "Cost per Person" or noted in the "Remarks" section. The number issued, ticket numbers and an explanation of who tickets were given to must be included.*

*From the calculations, any **Shortages or Overages** should be noted. Additional comments pertaining to variances may be noted in the "Remarks" section.*