[Company name]

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Cafe daily cash-up

End-of-day cash reconciliation for the cafe.

Date: _____

Cashier: _____

Reconciliation

Description	Qty	Unit price	Amount
Opening float			[£ amount]
Cash takings			[£ amount]
Card takings			[£ amount]
Total takings			[£ amount]
Expected (POS total)			[£ amount]
Variance			[£ amount]

Totals

Closing float for next day: _____

Sign-off

Name: _____ **Signature:** _____ **Date:** _____