

COUNTY OF HIDALGO, TEXAS
CASHIER'S DAILY CLOSE-OUT REPORT
ELECTIONS DEPARTMENT

Detail of Cash Field by: Jenny Renton Date: 12/29/22
 Counted by: Jenny R and/or Nancy C Time of Cash Count: 2:00

PART I: RECAP OF COLLECTION FROM BALANCE REPORT:
 TOTAL CASH COLLECTED PER RECEIPTS BY CASHIER: \$ 32.00

PART II: CASH ON HAND BY ACTUAL COUNT

A.) TOTAL CHECKS		<u>-0-</u>
B.) TOTAL MONEY ORDERS		<u>-0-</u>
C.) CURRENCY	D.) COINS	
<u>7</u> ONES \$ <u>7.00</u>	PENNIES \$ -	
<u>1</u> FIVES \$ <u>5.00</u>	NICKELS \$ -	
TENS \$ -	DIMES \$ -	
<u>1</u> TWENTIES \$ <u>20.00</u>	QUARTERS \$ -	
FIFTIES \$ -	HALF DOLLARS \$ -	
HUNDREDS \$ -	SILVER DOLLARS \$ -	
OTHER		
TOTAL \$ <u>32.00</u>	TOTAL \$ <u>0.00</u>	

TOTAL CHECKS, MONEY ORDERS, AND COINS ON HAND: \$ 32.00
 LESS: CHANGE FUNDS: (25.00)
 TOTAL FUNDS RECEIVED: \$ 7.00
 VARIANCE OVERAGE (SHORTAGE): \$ -0-

*ATTACH TAPE OR LIST OF CHECKS AND MONEY ORDERS
 COMMENTS: Sabrina alt

PART III: ACKNOWLEDGMENT AND APPROVAL
 I have counted and acknowledge receipt of all cash collected.
 COUNTED BY: Jenny Renton WITNESSED BY: Nancy Cam
 Cash was transferred to the possession of: _____

Form to be completed by each cashier daily prior to the preparation of the Cashier's Daily Close-Out Report/Remittance Form.
 Form to be maintained on file as per your records retention schedule.