TREASURERS DAILY BALANCE OF CASH,

City or Town of _____

		Balance From The Previous Day 1	Receipts For The Day 2	Investments Purchased For The Day 3	Disbursements For The Day 4	Investments Cashed For The Day 5	Balance Close of Day 6
1	Ledger Balance – Cash Funds			X X X X X		X X X X X	
2	Investments From Ledger Funds		X X X X X		X X X X X		
3	Totals						

	NAMES OF DEPOSITORIES	Depository Balances Previous Day 1	Deposits During Day — Ledger Funds 2	Deposits During Day — Investments From Depository Balances Cashed-Cost 3	Warrants Issued During Day — Ledger Funds 4	Warrants Issued During Day — Investments From Depository Balances Purchased-Cost 5	Depository Balances Close of Day 6
4A							
4B							
4C							
4D							
4E							
4F							
4G							
4H							
4I							
4J							
5	Total Depository Balances						

	INVESTMENTS-(Listed by Funds as Shown in Investment Register)	Investment Balances Previous Day 1		Investments Purchased-Cost 3		Investments Cashed-Cost 5	Investment Balances Close of Day 6
6A			X X X X X		X X X X X		
6B			X X X X X		X X X X X		
6C			X X X X X		X X X X X		
6D			X X X X X		X X X X X		
6E			X X X X X		X X X X X		
6F			X X X X X		X X X X X		
6G			X X X X X		X X X X X		
6H			X X X X X		X X X X X		
6I			X X X X X		X X X X X		
7	Depository Balances Invested		X X X X X		X X X X		
8	Total Investments		X X X X X		X X X X X		
9	Totals – Depositories and Investments						

DEPOSITORIES AND INVESTMENTS

DATE_____19___

	Column 1	Column 2	
Cash on Hand Beginning of Day (Line 11, preceding page)		XXXXX	1
Add Receipts for the Day (Line 1, Col. 2, opposite page)		XXXXX	2
Add Investments From Depository Balances – Cashed – Cost (Line 5, Col. 3, opposite page)		XXXXX	3
Totals		XXXXX	4
Deduct Deposits During the Day (Line 5, Col. 2, plus Col. 3, opposite page)		XXXXX	5
Net Cash on Hand for Which Accountable		XXXXX	6
Cash on Hand Close of Day (Per Cash Count):			7
Currency	XXXXX		8
Coins	XXXXX		9
Checks and Money Orders	XXXXX		10
Total Cash on Hand Close of Day	XXXXX		11
Deduct Advances for Cash Change Fund (If not included in Ledger Balances)	XXXXX		12
Net Cash on Hand (After Deducting Advances)	XXXXX		13
Add-Depository Balance – Close of Day (Line 5, Col. 6, opposite page)	XXXXX		14
Total Cash on Hand and in Depository	XXXXX		15
Add Cash Under	XXXXX		16
Deduct Cash Over	XXXXX		17
Total	XXXXX		18
Add Investments on Hand Close of Day (Line 8, Col. 6, opposite page)	XXXXX		19
Proof (Must equal Record Balance Close of Day, Line 3, Col. 6)	XXXXX		20
			21
			22
			23
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