



BOOKKEEPING TRACKING REPORT

Product: Magazine/Gift Combo___ Gift Home Delivery___ Gift Traditional___
Magazine Only___ Cookie Dough___ Other___

Assembly Date:_____ Bookkeeper_____

Phone Number_____ Turn-In Days_____

Last Year's Sale_____ Goal This Year_____

SALES SUMMARY

Total Sales Students \$_____ Staff \$_____

Cash Awards Given Out \$_____ Net Deposit To School \$_____

Money Turned Over To:_____ Title_____

Orders Shipped Out On:_____ Via: DHL, FEDEX, UPS, Other___

Tracking Number_____

Duplicate Orders Given To:_____

Prizes That Are Needed : _____

Bookkeeper_____ Date_____

Please e-mail results to Or Call 1.800.517.6260

DAY 1 TURN-IN

DATE _____

Total Student Orders \$ _____ Running Total _____

Cash Held Back \$ _____

Checks: _____ Cash _____ Dep. Given To: _____

DAY 2 TURN-IN

DATE _____

Total Student Orders \$ _____ Running Total _____

Cash Held Back \$ _____

Checks: _____ Cash _____ Dep. Given To: _____

DAY 3 TURN-IN

DATE _____

Total Student Orders \$ _____ GRAND TOTAL _____

Cash Held Back \$ _____

Checks: _____ Cash _____ Dep. Given To: _____

Please E-mail or call in totals Daily! fredides@gigafunds.org or
1.800.5176260 www.gigafund.org

See Web Site For Automated Spreadsheets Available For Tracking Student
Sales Data!

**RETURN THIS FORM TO FRED IDES WHEN FINISHED!
DO NOT MAIL WITH ORDERS!**