

Receipt Handling

All receipts must have this information written on them:

1. Client's signature, only print name if signature can't be read
2. That staff's signature, only print name if signature can't be read
3. The number of the check funds were used from
OR "EBT" OR "Gift Card"



Store 585 Dir Amanda Tubbs
Main:(360) 426-9978 Rx:(360) 426-0718
600 Franklin St.
SHELTON WA 98584

PRODUCE	
PINEAPPLE BOWL	5.99 S
DELI	
COMBO MEAL HOT	7.00 T
MISCELLANEOUS	
MR RCYCBLE BAG CHARGE	0.08 T
TAX	0.62
**** BALANCE	13.69

Debit Purchase 06/23/22 11:24
CARD # ***** PRIMARY
TOTAL TRANSACTION AMOUNT: 13.69
CASH BACK AMOUNT: 0.00
REF: 442424187710 AUTH: 00989557

AL US DEBIT
AID A0000000980840
TVR 8000048000
TSI 6800

Debit 13.69

CHANGE 0.00
TOTAL NUMBER OF ITEMS SOLD = 2
06/23/22 11:24 585 3 42 1868

Check Stub Documentation

1. Write amount of change kept or returned before turning stub in
2. Have client sign check stub
3. Attach receipts

EFI Client Account	01999
12/31/2002 Bruce Banner	40.00
Dinner Out	
<div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p>Please attach: _____</p> <p>Amount of change kept: _____</p> <p>_____</p> <p style="text-align: center;">Client signature</p> <p>Amount of change returned: _____</p> <p>Date re-deposited into trust: _____</p> </div>	
Culoombia Bank rep payee: AcctBannerDinnerOut	40.00