

Daily Sales Reports

S.N.	Member Name	Membership Number	Type (N/R)	Expiry Date	Enrollment/ Renewal Date	CC/CheqNo. /Online Trn.No	CC Approval Code	Receipt No.	Payment Mode	Batch Number	Amount	Tax	Total Amount	GSTIN	State Code	Remarks
{!smo}	{!p.Member_Name_Report__c}	{!p.Membership_Number_Formula_Field__c}	{!p.Type_N_R__c}	{!p.Expiry_Date_dd_mm_yyyy__c}		{!p.CC_CheqNo_Online_Trn_No__c}	{!p.Approval_Code__c}	{!p.Receipt_No__c}	{!p.Payment_Mode_for_Report__c}	{!p.Batch_Number__c}	{!p.Round_Off_Amount_w_o_Tax__c}	{!p.Round_Off_Tax_Amount__c}	{!p.Round_Off_Total_Amount__c}	{!IF(len(p.Account__r.GSTIN__c) > 7 , (left(p.Account__r.GSTIN__c, 7))+ '+mid(p.Account__r.GSTIN__c, 8, len(p.Account__r.GSTIN__c))), p.Account__r.GSTIN__c}}	06	{!p.Remarks__c}
Total Month Sales : {!salesCount}												{!salesAmount}	{!salesTax}	{!salesTotalAmount}		

Summary

Type	No. Of Sales	Amount
{!summary.type}	{!summary.recordCount}	{!summary.amount}
Total	{!recordCount}	{!allTotalAmount}

Prepared By _____

Checked and Signed by

Manager / Asst. Manager Hotel (Acceptance) _____

Hotel Personnel Accepted By

Name

Signature

Date

Enclosures

- 1. Credit Card Batch Closure (MC / Visa / Diners)
- 2. Batch Closure (Amex / Diners)
- 3. Cash Deposit receipt at the Hotel (copy)
- 4. Cheque deposit at Hotel receipt copy
- 5. Comp card authorization if available, else reason