

**VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
OFFICE OF CHARITABLE AND REGULATORY PROGRAMS
TEXAS HOLD'EM TOURNAMENT RECONCILIATION SUMMARY**

TOURNAMENT DATE: _____
 ORGANIZATION: _____
 OPERATOR: _____
 TOURNAMENT START TIME: _____
 TOURNAMENT END TIME: _____

The Tournament Manager and Host (if applicable) must complete and sign form within 48 hours of the tournament date I certify this form is complete and accurate to the best of my knowledge.	
Printed Name: _____ <div style="text-align: center; font-size: small;">Tournament Host</div>	Date Signed: _____ Signature: _____ <div style="text-align: center; font-size: small;">Tournament Host</div>
Printed Name: _____ <div style="text-align: center; font-size: small;">Tournament Manager</div>	Date Signed: _____ Signature: _____ <div style="text-align: center; font-size: small;">Tournament Manager</div>

- 1. **TOTAL PLAYERS ENTERED** _____
- 2. **BEGINNING CASH ON HAND (change fund)** _____

RECEIPTS:

- 3. Initial Entry Receipts:
 - a. Number of Tournament Entries: _____
 - b. Cost of Entrance _____
 - c. Total Entry Sales *(Multiply line 3a x 3b)* _____

ADD-ON CHIP SALES:

		Time	# Players Remaining	# Players Purchasing	Cost to Add-On	Receipts
4	a.	#1				
	b.	#2				
	c.	#3				
	d.	#4				
	e.	#5				

- f. Additional Chip sales *(Add Lines 4a-4e)* _____
- 5 **Total Receipts for Tournament** *(Add lines 3c+ 4f)* _____
- 6 Add Prizes Paid By Check _____
- 7 **Total Funds To Account For** *(Add lines 2 + 5 + 6)* _____

DISBURSEMENTS: (Attach Tournament House Rules along with Tournament Program)

8. Tournament Prizes: *(include only cash and checks disbursements)*
- a. Winners of Tournament _____
 - b. Other, provide explanation: _____
 - c. **Total Tournament Prizes:** *(Add lines 8a through 8b)* _____

CASH RECONCILED:

- 9. Total Cash To Account For *(Line 7 minus Line 8c)* _____
- 10. Ending Cash On Hand *(include change fund)* _____
- 11. Amount Withheld For Change Fund _____
- 12. Deposit To Bank _____

OVERAGE/SHORTAGE: (Attach an explanation for variances over \$50)

- 13 Overage/Shortage *(Line 9 minus 10)* _____

Shortage if Line 9 is greater than Line 10.
Overage if Line 10 is greater than Line 9.

INFORMATIONAL ENTRIES: (List each prize awarded)

		Name	Address	Prize Amount
14	a.	#1		
	b.	#2		
	c.	#3		
	d.	#4		
	e.	#5		
	f.	#6		
	g.	#7		
	h.	#8		
	i.	#9		
	j.	#10		

INFORMATIONAL ENTRIES: (Listing of Poker Chip Inventory) - Attach Explanation for any differences

15		Chip Value (Denomination)	Amount on Hand Before Tournament	Amount on Hand After Tournament	Difference	Signature
a.						
b.						
c.						
d.						
e.						
f.						
g.						
h.						
i.						
j.						

INFORMATIONAL ENTRIES: (Listing of Poker Card Inventory Used During Tournament) - Attach Explanation for any differences

16		Deck of Cards	# of Cards in Deck Before Tournament	# of Cards in Deck After Tournament	Difference	Signature
a.	1					
b.	2					
c.	3					
d.	4					
e.	5					
f.	6					
g.	7					
h.	8					
i.	9					
j.	10					

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