|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **FRAS COBRADAS** | | | |  | **FRAS A CRÉDITO** | | | |
| **FRAS. Nº** | **CLIENTE** | **HAB.** | **IMPORTE** |  | **FRAS. Nº** | **CLIENTE** | **HAB.** | **IMPORTE** |
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|  | **CONTADOS** | **------** |  |  |  |  |  |
| **TOTAL COBRADO** | | |  | **TOTAL CRÉDITO** | | |  |

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| **VALES PENDIENTES JUSTIFICAR** | **FECHA** | **IMPORTE** |
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| **TOTAL VALES** | |  |

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| --- | --- |
| **PAGOS REALIZADOS DESDE RECEPCIÓN** | **IMPORTE** |
|  |  |
|  |  |
|  |  |
| **TOTAL PAGOS** |  |

|  |  |
| --- | --- |
| **TOTAL CAJA DÍA ( TOTAL COBROS DEL DÍA – TOTAL PAGOS DEL DÍA)** |  |
| ***Desglose*** |  |
| * + - * **EN TARJETAS DE CRÉDITO** |  |
| * + - * **EN EFECTIVO** |  |
| * + - * **EN FACTURAS VARIAS PAGADAS** |  |
| * + - * **EN VALES PENDIENTES JUSTIFICAR** |  |

|  |  |
| --- | --- |
| **ARQUEO FONDO CAJA** | **CANTIDAD** |
| **TOTAL FONDO CAJA** |  |
| ***BILLETES***   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **200** | **100** | **50** | **20** | **10** | **5** | | **TOTAL BILLETES:** |
| ***MONEDAS***   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **2** | **1** | **0,50** | **0,20** | **0,10** | **0,5** | **0,2** | **0,1** | | **TOTAL MONEDAS:** |

**Sobrante: Faltante:**

**Fdo: Recepcionista turno**