Customer Daily Record Sheet

Use a new customer record sheet for each market day. Attach a copy of your daily EBT batch report to this sheet. Use pencil, permanent ink, or ball-point pen (no inks that will run if sheet gets wet). Turn <u>all</u> customer record sheets in at the end of the season.

Market Date: _____

Customer attendance: _____   Vendor attendance: _____   # of Produce Vendors: _____

Other Food Vendors: _____

Non-food Vendors: _____   EBT issues/observations: _____   Special events (if any): _____

Ask customer using these <u>exact</u> words:

"Is this your first time using your EBT card at <u>this</u> market?" Y/N

Last 5 digits of EBT Card #	$$$ SNAP ($ from EBT Card)	# DUFB (# of silver tokens)	$$$ DUFB ($ value of tokens)	First-Time Customer?	
1.	$		$		
2.	$		$		
3.	$		$		
4.	$		$		
5.	$		$		
6.	$		$		
7.	$		$		
8.	$		$		
9.	$		$		
10.	$		$		
11.	$		$		
12.	$		$		
13.	$		$		
14.	$		$		
15.	$		$		
16.	$		$		
17.	$		$		
18.	$		$		
19.	$		$		
20.	$		$		
TOTALS for sheet	$		$	# of YES	# of Transactions:
(last page only) TOTALS for day	$		$	# of YES	# of Transactions:

TOKEN COUNT at START: #   / $ CHECK TOKEN COUNT=Start – Distributed to Customer + Vendor Redemption =
TOKEN COUNT at END: #   / $ #   / $