

## Monthly Sales Report Worksheet

Sales Tracking (Month: \_\_\_\_\_)

| Date                       | Client/Customer | Product/Service | Quantity | Unit Price | Total Sale | Notes |
|----------------------------|-----------------|-----------------|----------|------------|------------|-------|
|                            |                 |                 |          |            |            |       |
|                            |                 |                 |          |            |            |       |
|                            |                 |                 |          |            |            |       |
|                            |                 |                 |          |            |            |       |
| <b>Total Monthly Sales</b> |                 |                 |          |            |            |       |