



Retail Vending Credit Examination

Post Office Name	Servicing Person's Name <i>(Type or Print)</i>	Today's Date
Equipment Location	Examiner's Name <i>(Type or Print)</i>	Exam Date

Stamp Vending Machine, Booklet Vending Machine or Booklet-Stamp Vending Machine

Line		__Coil	__Coil	__Coil	__Coil	__Coil	__Coil	__Coil	__Coil	Total
1	Present Counter Reading									Add All Line 8 Entries Horizontally & Place Total Amount Here ▼
2	Counter Reading When Coil Was Inserted									
3	Stamps Dispensed <i>(Line 1 minus line 2)</i>									
4	Value of One Stamp	\$	S	\$	S	\$	S	\$	S	
5	Value of Stamps Dispensed <i>(Line 3 times line 4)</i>	\$	S	\$	S	\$	S	\$	S	
6	Initial Value of Coil	\$	S	\$	S	\$	S	\$	S	
7	Value of Stamps Dispensed <i>(From line 5)</i>	\$	S	\$	S	\$	S	\$	S	
8	Value of Stamps Left in Coil <i>(Line 6 minus line 7)</i>	\$	S	\$	S	\$	S	\$	S	
9	Selection No. 1	Booklets @ \$ _____ <i>(Booklet price)</i>								
10	Selection No. 2	Booklets @ S _____ <i>(Booklet price)</i>								
11	Selection No. 3	Booklets @ S _____ <i>(Booklet price)</i>								
12	Selection No. 4	Booklets @ S _____ <i>(Booklet price)</i>								
13	Total Value of Loose Stamps in Vending Machine									
14	Total Value of Coin Mechanism Coins									
15	Total Value of Coins in Hoppers (#1) \$ _____ + (#2) S _____ + (#3) S _____ + (#4) S _____									
16	Total Value of Coin Box									
17	Total Value of Bills in Machine									
18	Total Value of Display Items <i>(If actual sample)</i>									
19	Vending Machine Total (Add lines 8 through 18) →									

Small Currency Changer

20	Total Value of All Coins in Coin Hopper	
21	Total Value of Coins in Coin Escrow Buckets	
22	Total Value of Bills in Machine	
23	Small Currency Changer Total (Add lines 20 through 22) →	

Servicing Person's Signature	Examiner's Signature
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Remarks

Postal Commodity Machine

Line	Spiral Number	Item Description	Unit Price	Quantity	A Spiral Total	Spiral Number	Item Description	Unit Price	Quantity	B Spiral Total	Spiral Number	Item Description	Unit Price	Quantity	C Spiral Total
24	1F					4C					7R				
25	1R					4R					8F				
26	2F					5F					8R				
27	2C					5C					9F				
28	2R					5R					9R				
29	3F					6F					10F				
30	3C					6C					10R				
31	3R					6R									
32	4F					7F									
33	Subtotal of Column A →					Subtotal of Column B →					Subtotal of Column C →				

34	Postal Commodity Machine Subtotal (Add the subtotals from line 33) →														
35	Total Value of Coin Mechanism Coins														
36	Total Value of Coin Box														
37	Total Value of Bills in Machine														
38	Total Value of Display Items (If actual sample)														
39	Postal Commodity Machine Total (Add lines 34 through line 38) →														

Vending Stock Reserve

e 40	Total Value of Reserve Coin Stock		49	_____ 5¢ Coins x \$0.05	
41	Total Value of Reserve Booklet Stock		50	_____ 10¢ Coins x \$0.10	
42	Total Value of Reserve Envelope Stock		51	_____ 25¢ Coins x \$0.25	
43	Total Value of Reserve Postal Card Stock		52	_____ \$1.00 Coins/Bills x \$1.00	
44	Total Value of Reserve Commemorative Stock		53	_____ \$5.00 Bills x \$5.00	
45	Total Value of Other Stamp Stock		54	_____ \$10.00 Bills x \$10.00	
46	Total Value of Nonsalable Stock		55	_____ \$20.00 Bills x \$20.00	
47	_____ 1¢ Coins x \$0.01		56	Bogus and Damaged Monies	
48	Subtotal, Lines 40 through 47 →		57	Subtotal, Lines 49 through 56 →	

58	Vending Stock Reserve Total (Add lines 48 and 57) →														
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Examination Recap

59	Subtotal (Add lines 19, 23, 39, and 58) →														
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<p>NOTE: Complete lines 60 through 65 if:</p> <p>a. this is the only form used in this examination, or;</p> <p>b. this is the final page of a multipage examination.</p>	60	Subtotal from Other Forms 3293 (Add all lines 59)													
	61	Grand Subtotal (Add lines 59 and 60)													
	62	Total Value of Unresolved Complaints													
	63	Grand Total (Lines 61 minus line 62)													
	64	Accountability (From Form 1412-A, AICs 853 and 753)													
	65	Overage/Shortage (Diff. between lines 63 and 64)													

Servicing Person's Signature _____ Examiner's Signature _____