# Daily Sales Report

**Purpose:** This document provides a daily summary of sales activity, including items sold, total revenue, and payment methods used. It helps retail and e-commerce businesses monitor performance and support financial and inventory tracking.

## Report Details

* **Date:** {reportDate}
* **Store Location:** {storeLocation}
* **Prepared By:** {preparedBy}

## Summary

* **Total Transactions:** {totalTransactions}
* **Total Revenue:** {totalRevenue}
* **Total Items Sold:** {totalItemsSold}

## Sales by Item

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item Name** | **SKU** | **Quantity Sold** | **Unit Price** | **Total Revenue** |
| {#items}{itemName} | {sku} | {quantity} | {unitPrice} | {itemRevenue}{/items} |

## Payment Methods Breakdown

|  |  |  |
| --- | --- | --- |
| **Payment Method** | **Number of Transactions** | **Total Amount** |
| {#paymentMethods}{method} | {transactionCount} | {amount}{/paymentMethods} |

## Top Selling Items

{#topItems}

1. {itemName} - **{quantity}** units sold

{/topItems}

## Additional Notes

*{notes}*