Fit-X Fitness

SHORT TERM/SMALL GROUP PROGRAM PAY SHEET

Trainer Name_____

Pay Period_____

Program _____

SD_____OC_____

Site _____

Day/Date	Time	# of PPL	Price Per Person	Total Per Session	Split	= $

Enter Trainer Grand Total due on your pay summary form where indicated.

Trainer Grand Total due
$

PARTICIPANT PAYMENT LOG

Name	Date	Bill to Fit-X Account	Check #	Credit Card Charge	Cash	Amount Paid
		$				
		$				
		$				
		$				
		$				
		$				
		$				
		$				
		$				
		$				
		$				
		$				

Total Collected
$

-Only use the Participant Payment Log when payment is handed to you, credit card charges are approved by the participant and/or the participant's Fit-X account is to be billed.
-You will be paid as each session of a short term program is conducted.
-Turn me in with other client session sheets for each pay period.
-Add these sessions in to the trainer report with other sessions conducted at this site.
-Add total money **collected** (includes cash, check and credit cards) for this program, record on this sheet and add it to the total Client Payments Turned in on your Pay Summary Worksheet.

Updated 9/28/11