



FALL SALE

**LEWIS
GINTER**
BOTANICAL
GARDEN

Vendor, Company or Organization: _____

Name: _____

Daily Sales	Record Sales NOT including Sales Tax In this column	formula to calculate 6% Sales Tax = $Sales \times .060$	OR Record Sales <u>including Sales Tax</u> in this column
Thursday, September 18, 2025	A \$	\$	\$
Friday, September 19, 2025	B \$	\$	\$
Saturday, September 20, 2025	C \$	\$	\$
			\$
			<i>Sales with Sales Tax Sub-Total</i>
			divided by 1.060 =
Sales Total without sales tax:	D \$	\$	\$

Should Match

Commission to LGBG (15% of Sales
without Sales Tax):

Sales x 0.15
E \$ *Multiply Sales Total "D" by 0.15*

Additional Fee Payments to LGBG:

F \$ for:

(Table Rental, Upaid Area Rental, etc.)

Total Payable to "LGBG":

G \$ $G = \text{Sum of "E"} + \text{"F"}$

For LGBG Accounting Use:

Paid:

Thanks for Participating in the Volunteer Plant Sale!

All Proceeds go to Support Lewis Ginter Botanical Garden,
a non-profit organization serving Richmond since 1984.

Date: _____

Amount: _____

Cash: _____

Y / N

Check #: _____

Processed by: _____