

SPRING SALE



Vendor, Company or Organization:

Name:

Daily Sales		Record Sales NOT including Sales Tax In this column	formula to calculate 6% Sales Tax = Sales x .060	OR Record Sales <u>including</u> Sales Tax in this column
Thursday, April 30, 2026	A	\$	\$	\$
Friday, May 01, 2026	B	\$	\$	\$
				divided by 1.060 =
Sales Total without sales tax:	D	\$	\$	\$
			<i>Sales x 0.15</i>	<i>Should Match</i>
Commission to LGBG (15% of Sales without Sales Tax):	E	\$	<i>Multiply Sales Total "D" by 0.15</i>	
Additional Fee Payments to LGBG:	F	\$	for: _____ <i>(Table Rental, Unpaid Area Rental, etc.)</i>	
Total Payable to "LGBG":	G	\$	<i>G = Sum of "E" + "F"</i>	

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.

For LGBG Accounting Use:	Paid:
Date:	_____
Amount:	_____
Cash:	Y / N
Check #:	_____
Processed by:	_____

