

cookbook sales organizer

This sheet has been specially designed to help you organize and account for your fund raising cookbook sale. Simply follow instructions and you'll avoid embarrassing mistakes.

- In the column headed "Salesperson," write down the name of each person who will be selling books.
- Enter the number of cookbooks each salesperson has pledged to sell.
- Multiply that number by your selling price and you'll know just how much each salesperson owes.
- When your cookbook sale has been completed, subtract the amount due Fundcraft from the total collected, and the balance will be your overall profit.

SALESPERSON	QUANTITY TO SELL	MULTIPLY BY SELLING PRICE	AMOUNT DUE
Total amount to be collected			1 \$
Amount to be paid to Fundcraft			2 \$
YOUR PROFIT (subtract line 2 from line 1)			3 \$