



BONSAI SOCIETY *of the Central Coast* Inc.

Monthly Meeting Sales Table

Each month a sales table is available for members to sell items in return for a 5% commission of the value of each item sold.

It is the Sellers responsibility to ensure the following process is strictly adopted.

Sales Table Rules:

Prior to placing items on the Sales Table, the Seller must:

1. Clearly label each item with:
 - Seller's name;
 - Price; and
 - Unique identifying code. (Eg Denise 01 \$15, Denise 12 \$30 etc)

2. Enter the following details on the Sales Record sheet (One item per line):
 - Sellers name
 - Price
 - Unique identifying code; and
 - Description

When an item is sold

3. The buyer pays the seller.

4. Seller records the sales details onto the sheet.

5. Seller pays 5% commission to the Treasurer on the night of the meeting.

6. Treasurer will note on the Sales Record that the Commission has been paid.

