

## Kusamura Annual Show Consignment Sales Form

**Seller's Name:**

Item # (e.g., SV-1)	Description (e.g. Black Pine)	Item Price (include sales tax)	Price Recorded at Time of Sale	Comments at Time of Sale (optional)
1.		\$	\$	
2.		\$	\$	
3.		\$	\$	
4.		\$	\$	
5.		\$	\$	
6.		\$	\$	
7.		\$	\$	
8.		\$	\$	
9.		\$	\$	
10.		\$	\$	
11.		\$	\$	
12.		\$	\$	
13.		\$	\$	
14.		\$	\$	
15.		\$	\$	
Total Possible Sales for Seller		\$		

The following will be completed by your Treasurer at the end of the show

Total Price of Sold Items:		\$	
Total Sales Tax Withheld:		\$	
Total Price after Sales Tax:		\$	
Total Amount to Kusamura:		\$	
Total Amount to Seller:		\$	

### **How to Fill Out This Consignment Form:**

Individuals may sell on consignment up to 15 plants or bonsai-related materials at the show. Please tag each item you wish to sell with a unique seller's ID and record this ID in the column labeled "Item #" on the consignment form along with a description of the item to be sold and its sales price.

When an item is sold, the salesperson will record its price in the column "Price Recorded at Time of Sale". This indicates that the item was sold.

At the end of the show, your treasurer will complete the lower table and pay the seller their proceeds for the items sold.

### **Calculating the Seller's Proceeds After Sales Tax is withheld:**

As is required by law, the Palo Alto, California sales tax of 8.75% (effective April 1, 2013) must be withheld from all sales at our show. Please take this into consideration when pricing items for sale. Your treasurer will withhold this sales tax from the "Total Price of Sold Items" and then figure out the 25% commission for the club. In other words, the seller gets to keep 75% after the sales tax has been withheld. This works out to be 68.96% of the item price as indicated in the examples below:

For an item priced at \$110.00:

$$\text{Sales tax} = \$110 - (\$110/1.0875) = \$8.85$$

$$\text{Price after tax} = \$110/1.0875 = \$101.15$$

$$\text{Amount to Kusamura (25\% of \$101.15)} = \$25.29$$

$$\text{Amount to Seller } (\$101.15 - 25.29) = \$76.86$$

For an item priced at \$100.00:

$$\text{Sales tax} = \$100.00 - (\$100.00/1.0875) = \$8.05$$

$$\text{Price after tax} = \$100.00/1.0875 = \$91.95$$

$$\text{Amount to Kusamura (25\% of \$91.95)} = \$22.99$$

$$\text{Amount to Seller } (\$91.95 - 22.99) = \$68.96$$

After the sale, you will also get a tax letter for the 25% commission donated to Kusamura. Please contact the club Treasurer if you have additional questions about filling out this form.