



## **Poinsettia Sales Instructions**

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### **General Instructions:**

- Cash or checks only (Checks made to Orlando Rowing Association or ORA)
- Customer pays rower at the time of sale
- All monies and tally sheet are due on Saturday 11/23
- Turn in Tally Sheet and money to Tanya Ault or Debbie Whitehurst
- Poinsettias arrive at the boathouse on Monday 12/2
- Pick up time is between 5pm and 7pm
- Rowers are responsible for delivery to their customers
- ORA is not responsible for lost or stolen plants

### **Tally Sheet:**

- Print out Tally Sheet
- Enter customer name, quantity sold, and payments collected on the Tally Sheet
- Verify the total paid per customer equals the cost of the plants sold
- Put checks, cash, and Tally Sheet in a sealed envelope with the rower's name on it
- Turn in Tally Sheet and money envelope once all funds are collected no later than 11/23
- Tally Sheet will be copied and returned to rower before the poinsettias arrive

<b>Size of Plant</b>	<b>Sale Price</b>
4.5 Inch Pot Poinsettia Red Floral	\$5.00 Each
6 Inch Pot Poinsettia Red Floral	\$10.00 Each
8 Inch Pot Poinsettia Red Floral	\$15.00 Each
10 Inch Poinsettia Red Floral	\$20.00 Each
10 Inch Hydrangea White Floral	\$25.00 Each

### **Poinsettia Pot sold – Rower Account receives**

4.5 inch Poinsettia Pot:	Rower receives \$2.70/per pot
6 inch Poinsettia Pot:	Rower receives \$6.10/per pot
8 inch Poinsettia Pot:	Rower receives \$6.75/per pot
10 inch Poinsettia Pot:	Rower receives \$9.40/per pot
10 inch Hydrangea White Floral:	Rower receives \$10.80/per pot

