

Holiday Greenery Fundraiser

What to do when I am finished selling?

- Be sure you have collected all money from each of your customers
- Confirm the amount on your **Order Form** matches the amount of money you have collected
- Complete your yellow **Summary Sheet**. Again make sure the money and counts of items match on the **Order Form** and **Summary Sheet**
- Complete the **Money Collected** section on the smaller yellow envelope. Again be sure all the money collected matches what you write down on the envelope, matches the **Summary Sheet** and your **Order Form**
- It is a good idea to take a picture of your **Order Form**, just in case it is misplaced
- Place everything in the large white envelope and bring to the troop meeting location on **Tuesday October 27, 2020**. *Pay attention to your scoutmasters weekly email in case there are changes to drop off location*