

# OBTAINING SCHOLASTIC BOOK FAIR – ITEMIZED RECEIPTS

## I.

Scholastic Book Fairs will generally provide a generic statement (see below) detailing totals and amount paid by parents/teachers and the PPS outstanding amount paid by a PCARD. This functions as a credit card receipt but does not meet PPS itemized receipt requirements as it does not provide the item detail regarding what was purchased.

Please obtain a Merchandise Report as it provides all the detail needed.

SCHOLASTIC BOOK FAIRS						
BOOK FAIR INVOICE - W3759061B01						
Invoice	Fair ID	StartDate	Account	Region	Branch	Date
W3759061B01	3759061	11/06/2017	210384	08	131	1/08/2018
Sales Rep Name SHELLY DUSEK			Prepared By AFRUITT2			
Billing Address			Account Address			
AYN FRAZEE BEACH ELEMENTARY SCHOOL 1710 N HUMBOLDT ST PORTLAND OR 97217			AYN FRAZEE BEACH ELEMENTARY SCHOOL 1710 N HUMBOLDT ST PORTLAND OR 97217			
STATEMENT OF YOUR BOOK FAIR SALES						
Tax-Exempt Transactions						5402.14
Taxable Transactions(excluding Sales Tax)						0 \$
Tax Rate						.00
Sales Tax Amount (Taxable Sales x Tax Rate)						5402.14
Total Amount Collected						5402.14
PROFIT AND REWARDS EARNED AT YOUR FAIR						
<small>Your Fair Sales netted you the following dollars/15 Sch\$ Cash Sales / 100 total exchange</small>						
Scholastic Dollars Value	2701.07	Add'l Sch\$ Profit	.00			
Cash Profit Value		Sch\$ Rewards	270.10			
Amount Due to Scholastic						
Total Fair Sales (excluding Sales Tax)						5402.14
Subtract Cash profit taken						2513.88
Subtract Credit Cards =	2513.88	+ And PO's =				
Add Sales Tax						.00
Total Payment Amount Due for this Fair						2888.26
Less Payments Received						2888.26
PLEASE REMIT PAYMENT TO SCHOLASTIC BOOK FAIRS - DUE BY	11/12/2017					0.00
Comments			Mail Invoice with Payment to: Scholastic Book Fairs PO Box 3745 Jefferson City MO 65102			

Please Reference Invoice ID# on check payment  
 If you have any questions please call 888-412-9124

Scholastic's Regional Contact person is:

**Shelly Dusek**  
[SDusek@ScholasticBookFairs.com](mailto:SDusek@ScholasticBookFairs.com)

Email Ms. Dusek to request a "Merchandise Report" and she will send you the multi-page detail regarding your school's book fair (see below.)

Upload BOTH of these documents to provide the required information for an itemized receipt.



Fair # 3759061 - POS Items Sold

School Name:	BEACH ELEMENTARY SCHOOL
City:	PORTLAND
State:	OR
Fair Start Date:	2017-11-06
BF Acct#:	210384

Product Title	Merchant Year Season	BPF Committee	POS Items Sold vs BPF Committee B/W	Retail Price	POS Detail Items Sold	POS Detail Est Item Scan Amt	POS Detail Est Item Retail Amt
PEN: TOP SECRET UV F17	17F	47.88	25.12	\$2.99	73	\$218.27	\$218.27
Missing IMASTER Seasonal		0.00	42.00	\$0.00	44	\$1,979.15	\$0.00
BOOK: F17 ASST	17F	64.08	(27.08)	\$0.30	37	\$18.50	\$18.50
ERA: SMART PHONE F17	17F	25.52	(10.52)	\$0.99	15	\$14.85	\$14.85
DOG MAN A TALE OF 2 KITTIES #3 (POB)	17F	9.50	3.50	\$8.99	13	\$119.87	\$119.87
DWK: THE GETAWAY #12	17F	20.50	(8.50)	\$8.99	17	\$107.83	\$107.83
I SURVIVED THE AMERICAN REVOLUTION 1776 (MC)	17F	7.00	3.00	\$4.99	10	\$49.90	\$49.90
ERA: GAME CONTROL F17	17F	17.60	(7.60)	\$0.99	10	\$9.90	\$9.90
I SURVIVED THE ERUPTION OF MOUNT ST HELENS 1980	17F	1.23	7.77	\$4.99	9	\$44.91	\$44.91
EWING IT SUNNY	17F	2.50	5.50	\$9.99	8	\$79.92	\$79.92
MOLLY'S STORY A DOG'S PURPOSE NOVEL	17F	8.00	0.00	\$6.99	8	\$55.92	\$55.92
HI: TRIPLE F17	17F	6.99	1.01	\$2.99	8	\$23.92	\$23.92
BOOK: 180 ARTIMARKS F17	17F	13.24	(5.24)	\$2.49	8	\$19.92	\$19.92
ERA: CHRISTMAS ASST	17F	3.34	4.66	\$2.40	8	\$19.92	\$19.92
LEGO: NINJAGO LLOYD A HERO'S JOURNEY W/STICKERS	17F	5.00	2.00	\$4.99	7	\$34.93	\$34.93
WONDER (H/C/MC)	17F	2.00	4.00	\$16.99	6	\$101.94	\$101.94
REAL FRIENDS (MC)	17F	3.00	3.00	\$10.99	6	\$65.94	\$65.94
MY GLUTTERING LIFE TRIFOLD	17F	2.20	3.80	\$10.99	6	\$65.94	\$65.94
LAST KIDS ON EARTH & THE NIGHTMARE KING (POB/MC)	17F	4.50	1.50	\$8.99	6	\$53.94	\$53.94
THELMA THE UNICORN	17F	4.00	2.00	\$4.99	6	\$29.94	\$29.94
DIARY: 8-BIT WARNING	17F	3.70	1.30	\$9.99	5	\$49.95	\$49.95
RED PENCIL (MC)	16S	0.00	5.00	\$7.00	5	\$34.95	\$34.95
MASTERPIECE	16S	0.00	5.00	\$7.99	5	\$39.95	\$39.95
PRINCESS TRULY I AM TRULY (MC)	17F	1.50	3.50	\$4.99	5	\$24.95	\$24.95
RANGER IN TIME ESCAPE GREAT EARTHQUAKE R6 (MC)	17F	3.50	1.50	\$4.99	5	\$24.95	\$24.95
MAKER: MLP	17F	1.92	3.08	\$3.99	5	\$19.95	\$19.95
PEN: EMOJI W/ ERASABLE INK	17F	6.40	(1.40)	\$2.99	5	\$14.95	\$14.95
TAP: WORKS F15	17F	3.52	1.48	\$1.99	5	\$9.95	\$9.95
ERA: MONEY ASST	17F	20.13	(15.13)	\$0.70	5	\$3.50	\$3.50
LEGO: CITY BULLDOZER BREAK-IN W/MINIFG (POB)	17F	2.00	2.00	\$14.99	4	\$59.96	\$59.96