

NO INVENTORY OPTION:

Choosing the 'No Inventory Option' is a hassle-free way to go. You simply unpack your merchandise, run your shoppe, turn in daily sales totals, pack your shoppe up and you are ready for your Holiday Break. No counting product or keeping track of missing and damaged items....it's the easy way to go.

Here is how the program works:

- The Candy Cane Holiday Shoppe will ship in your merchandise before the start of your shoppe. Simply unpack the boxes and set-up on your tables.
- At the end of each day, you will run the "Z" Report on your cash register to get your daily sales total. This total will be filled in on your Daily Collections Worksheet and signed off by both the chairperson and treasurer/bookkeeper. (*Please be sure these numbers are as accurate as possible to avoid discrepancies at the end of the sale and any further amount due being invoiced.*)
- If you reorder merchandise, simply place the merchandise out once it comes in...again, you do not have to inventory it.
- At the completion of your shoppe, you will total all your daily sales totals and fill in the "Total Sales" box on your Daily Collections Worksheet. This total will then be used to complete your Final Payment Worksheet. Please keep in mind that the daily totals should match your "Z" Report you ran at the end of each day and must be signed off for accuracy by both the chairperson and treasurer/bookkeeper.
- Complete the Final Payment Worksheet and then use the 'Check by Fax' form or mail final payment to our office within 3 business day of the final day of your shoppe. Please keep in mind that all payments must be made prior to December 31st or a \$50 late fee will apply.
- Ship or return your merchandise back to our warehouse for verification. Once we receive the merchandise back we will verify your account and notify you of any discrepancies we find. An invoice for these discrepancies will be sent over to you within a week and payment must be made before December 31st. Please keep in mind to make sure that you follow the return instructions closely to ensure that all your merchandise is received back completely and in a timely manner to help avoid these discrepancies.

****DO NOT PUT PAYMENT INSIDE THE PRODUCT RETURN BOXES****



Mail Payment To:

The Candy Cane Holiday Shoppe
2140 SW Main Blvd
Lake City, FL 32025

Contact our office with any questions: 1-800-234-5561

If your school is interested in using the 'No Inventory Option', please contact Corinia at ext. 7101 to get your account set-up and the closeout paperwork sent to you.