

EVENT: _____
VENDOR/ARTIST: _____

DATE: _____

Commission on merchandise will be charged upon settlement/reconciliation; no commission will exchange hands on the night of the performance
 Total commission to a single vendor/artist of \$10 or less will not be collected by the City of Brampton..
 All merchandise is taxable; vendors/artists are responsible for collecting and remitting all taxes on merchandise sold.
 All vendors selling items in Performing Arts venues are required to complete this form, with the exception of Curator and Co-Presentation artists selling their own merchandise

ITEM NAME									
PRICE	Price per Item (excl. HST) <small>Price incl. HST ÷ 1.13</small>								
	13% HST <small>Price incl. HST - price excl. HST</small>								
	Price per Item (incl. HST)								
INVENTORY	Opening Inventory								
	Closing Inventory								
	Total Inventory Sold <small>Opening inventory - closing inventory</small>								

INITIAL TO VERIFY	
STAFF	ARTIST
n/a	

SALES PER ITEM (incl. HST)									
<small>Price incl. HST x inventory sold</small>									

TOTAL SALES

	SIGNATURE	DATE
Vendor/Artist		
City Post-Sale Check (Preparer)		
Venue Clerk (Verifier)		

CITY 10%
<small>Total Sales ÷ 1.13 x 0.1</small>

ARTIST 90%
<small>Incl. HST</small>

Unless otherwise specified by completing the section below, revenue from merchandise sold and City of Brampton commission will be included in the settlement/reconciliation. If payment of revenue from merchandise sold should be sent to a party **other than** The Artist (in Performance Agreement) or the Client (in Rental Agreement), complete contact information below.

VENDOR/ARTIST INFO

Name: _____

Address: _____ Postal Code: _____ City, Prov: _____