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How to use this form:

1 - Enter the Scout's Name, # of Cards Issued (to the scout), Phone # (of the scout), # of Cards Sold and # of Cards Returned in the appropriate columns.
 2 - Pre-filled Excel formulas will automatically calculate the "\$ Amount of Commission Earned" and the "\$ Amount Due to Council" - DO NOT type in these cells.

To calculate "\$ Amount of Commission Earned" use the pre-filled formula. This amount is also calculated by multiplying the "# of Cards Sold" by \$6.
 To calculate "\$ Amount Due to Council" use the pre-filled formula. This amount is also calculated by multiplying the "# of Cards Sold" by \$9.