



TURNOVER ADVICE
CONFIDENTIAL
MONTHLY SALES FOR THE MONTH OF _____

Dear Retailer,

As outlined in your lease and in order to assist us in compiling accurate Centre trading information, please complete this form, indicating your latest month's turnover and return it to Centre Management.

Your _____ sales figures are to be provided to Centre Management by: **7TH of each month**

Please provide your monthly sales figure to Casey Central, as outlined below:

Email: caseycentral@retprogroup.com.au (**please note new email address**)

Phone: (03) 9768 4101

In addition, it would be greatly appreciated if you could provide us with general, but meaningful comments in relation to your store's performance for the month.

Please Note: As per the conditions in your lease, turnover figures are to be reported exclusive of GST.

Store Name: _____ **Store No.** _____

Monthly Sales: \$ _____ (excluding GST)

Number of Weeks: _____

General Comments:

Signed: _____ **Date:** _____

Thank you.