

Fern and Plant Sales

FFA Bucks – An FFA Buck is an amount that is applied to your balance due for an event such as State Convention or Leadership Camp. Each FFA Buck opportunity is designated for a specific event so you can only use the FFA Bucks for that event, unless you have special permission from the advisors.

FOR LEADERSHIP CAMP or LIVESTOCK

COST OF PLANT	AMOUNT OF FFA BUCKS
\$14	\$4
\$25	\$8
\$35	\$10




For you to receive the FFA Buck Credit you must sell to the person, collect and turn in the money and arrange the delivery of the plants. You are responsible for recording all of this information. Which means you can not take credit for the sale of a plant after it has already been sold. Example – Ms. Smith comes by the school and purchases two ferns. The next week you approach her to buy a fern and she tells you she purchased one last week. You cannot come and tell us that you are supposed to get credit.

Instructions

READ THESE BEFORE YOU START SELLING

1. Complete the order form

NAME	Type of Fern/plant	Cost	How many	Total Due	Paid—Cash or Check	Picked up
1. Joe Dirt	2. 10 in KQ	3. \$14	4. 5	5. \$70	6. Ck - 7183	7.

1. NAME – This is the name of the customer
2. TYPE OF FERN OR PLANT – list what the customer wants – be specific
 -  You can abbreviate Hanging Basket with HB – If this is not indicated, the customer will receive what we have available.
 -  List the type of fern – from the list on the order form.
 -  List the size – 10 in, 12 in or 14 in.
3. Put the cost of the plant
4. How many of one type of plant they are ordering – use a different line for different plants.
5. Total Due – Multiply the COST * How many
6. Collect money and put how they paid – if paying with a check – put the check #.
 - a. This money should be turned in the day after you receive it. You will receive a receipt that you can keep until you deliver the plants.
 - b. Turn the money in with your order in the morning and pick up your order form and receipts at the end of the day. DO NOT get out of class to do this.
7. You do not fill in the Picked Up box until you pick up the plants.
 - a. You will need to pick up and deliver the plant within 2 days of the delivery at the school.
 - i. If not the plants will be available for sale to the general public or to fill other orders with your customers waiting until the next week. If a customer would like to pick up their plants, please let Mrs. Lea know their name and when they will be picking up the plants. Normal delivery will only be once a week.