



## GROSS SALES MONTHLY REPORTING- 2021

TENANT NAME:

SHOPPING CENTER:

MONTH:

Total Gross Sales	_____
Minus Any returns/refunds	_____
Minus City & State Sales Tax	_____
<b><u>Total Adjusted Gross Sales</u></b>	_____

**\*\* Gross sales reporting is due within 20 days of each month and an Annual report within 30 days after the new year commences according to your lease. \*\***

Please email this report to [gatewaytownecenter@vestar.com](mailto:gatewaytownecenter@vestar.com)

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