



Sales Reporting Using the Dunkin' Daily Summary Report (Radiant, Dunkin'/Baskin Multibrand Locations)

- Under your Franchise Agreement, you must report Gross Sales (as that term is defined below) on or before Thursday of each week.
- In order to report Gross Sales, take the value of Net Sales in the **Brand** section (DD-Retail) in the Dunkin' Daily Summary Report and enter it into FAST on Franchisee Central under Total Sales for Dunkin' Donuts. If there is a value in "Unknown", please add this to the DD-Retail category for reporting purposes.

Dunkin' Brands Daily Summary Report

PC: 3XXXXX-Anytown, USA

Start Business Date: 11/10/2012
End Business Date: 11/17/2012
Report Time: 11/28/2012 14:37:29

Qty	Sales	Amount	% Gross Sales
7	Gross Sales (without Tax)	\$22,609.65	100.00%
	Refunds (-)	\$23.72	0.10%
	Item Sales (=)	\$22,585.93	99.90%
	Total Reductions (-)	\$923.81	4.09%
549 Discounts (-)	\$475.27	2.10%
42 Coupons (-)	\$74.26	0.33%
713 Net AutoDetect Disc. (-)	\$374.28	1.66%
	Net Sales (=)	\$21,662.12	95.81%
	Sales Tax (+)	\$1,517.65	
	Net Sales Plus Tax (=)	\$23,179.77	
4155	Trans Count	\$0.00	
	Avg Net Sales/Trans Count	\$5.21	
	Avg Item Sales/Trans Count	\$5.44	

Taxable Net Sales		Amount
Taxable Sales		\$21,662.12
Non Taxable Sales		\$0.00

Tax Type		Amount
7%		\$1,517.65

Brand	Gross Sales	Net Reductions	Refunds	Net Sales
BR-Retail	\$1,534.85	\$78.28	\$9.78	\$1,446.79
DD-Retail	\$21,074.80	\$845.53	\$13.94	\$20,215.33
..... Bag Deposits	\$0.00	\$0.00	\$0.00	\$0.00
..... Batch Gift Card Activate	\$0.00	\$0.00	\$0.00	\$0.00
..... Charity	\$0.00	\$0.00	\$0.00	\$0.00
..... Newspaper	\$0.00	\$0.00	\$0.00	\$0.00
Tracked Fee Exempt	\$0.00	\$0.00	\$0.00	\$0.00

- Total the value in the **Brand** section (BR-Retail) in the Dunkin' Daily Summary Report and enter it into FAST on Franchisee Central under Total Sales for Baskin-Robbins.

Dunkin' Brands Daily Summary Report

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End Business Date: 11/17/2012
Report Time: 11/28/2012 14:37:29

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..... Charity	\$0.00	\$0.00	\$0.00	\$0.00
..... Newspaper	\$0.00	\$0.00	\$0.00	\$0.00
Tracked Fee Exempt	\$0.00	\$0.00	\$0.00	\$0.00



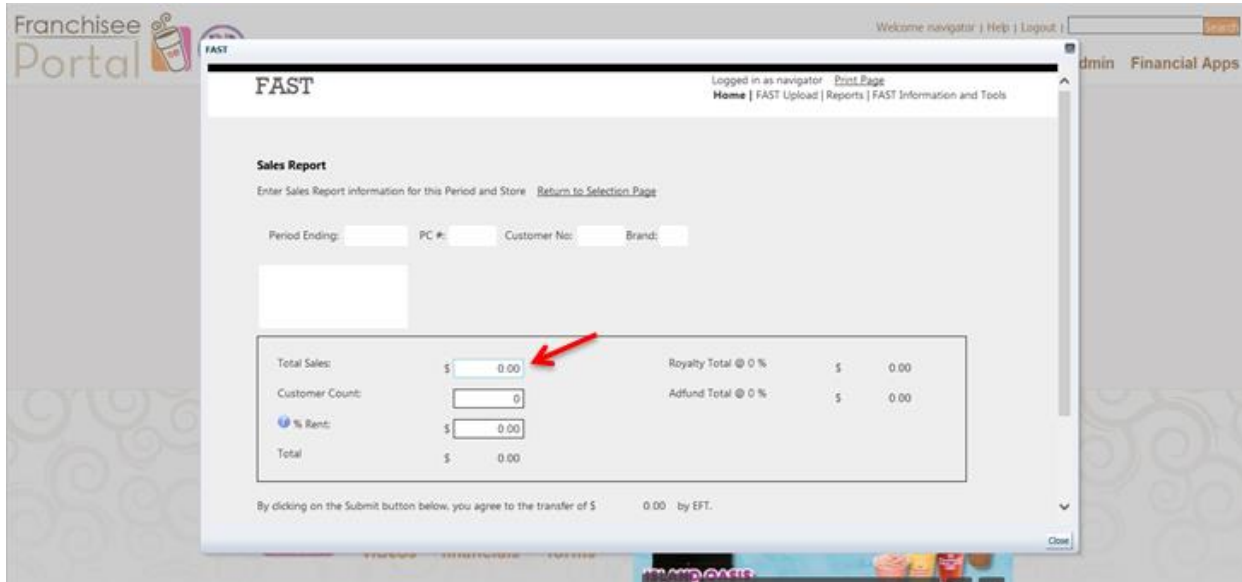


Dunkin' Donuts Sales

- In this example, you would add DD-Retail (\$20,215.33) + Unknown (\$0.00) = **\$20,215.33** and enter under Total Sales in FAST.

Baskin-Robbins Sales

- In this example, you would enter **\$1,446.79** under Total Sales in FAST.



Important: If the total Brand amount does not match the Net Sales in the Sales or Cash Reconciliation sections of the DDSR, please contact the USD at 1-800-700-1225.

Franchise Agreement - “Gross Sales” means all revenue related to the sale of approved products and services through the operation of the Restaurant, but does not include money received for the sale of stored value cards and deposited into a central account maintained for the benefit of the System; taxes collected from customers on behalf of a governmental body; or the sale of approved products to another entity franchised or licensed by us for subsequent resale. All sales are considered to have been made at the time the product is delivered to the purchaser, regardless of timing or form of payment. Revenues lost due to employee theft are not deductible from Gross Sales. Sales made to approved wholesale accounts are included in Gross Sales for purposes of calculating the Continuing Franchise Fee but not the Continuing Advertising Fee. You must submit any wholesale account for our prior approval using the procedure we specify from time to time. We may withdraw our approval at any time.

