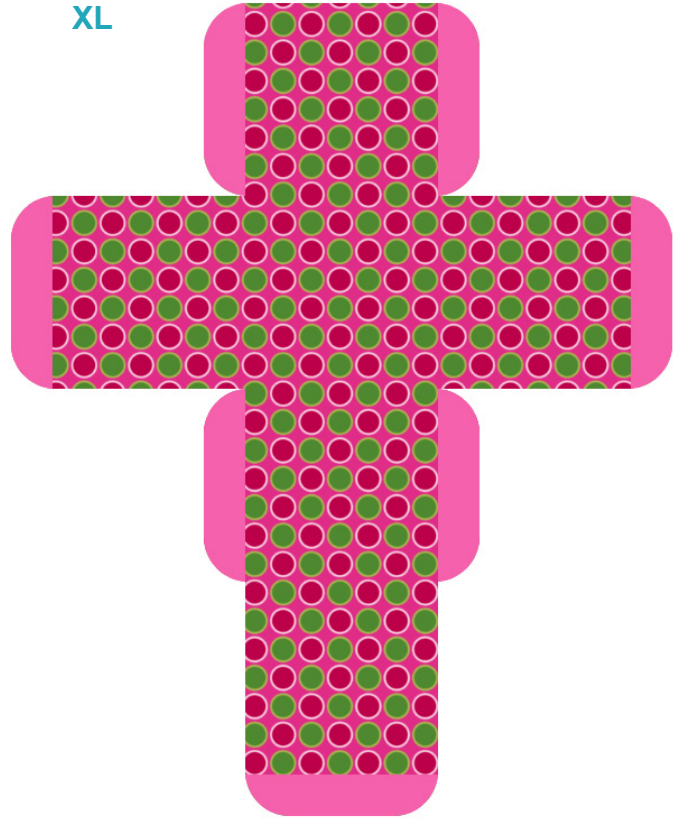


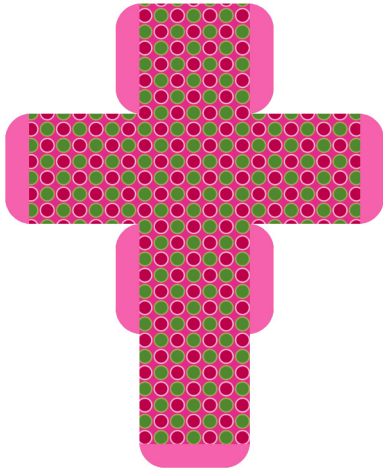
Square Box with Top Flap - Pattern 4



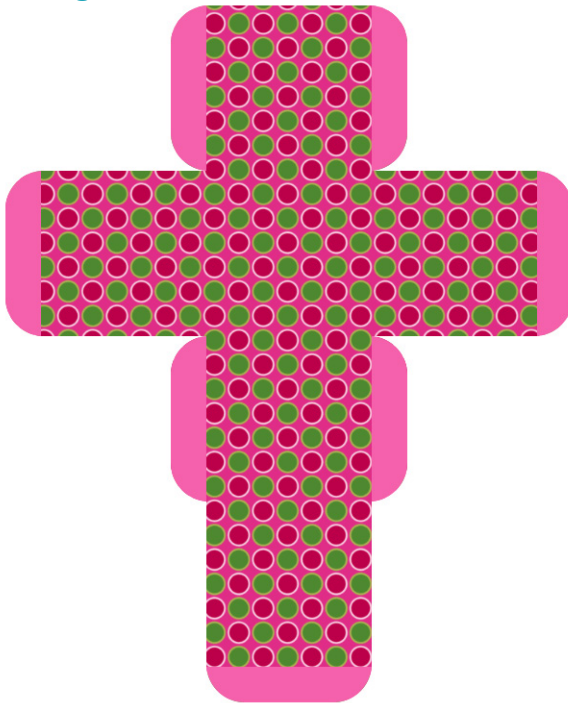
XL



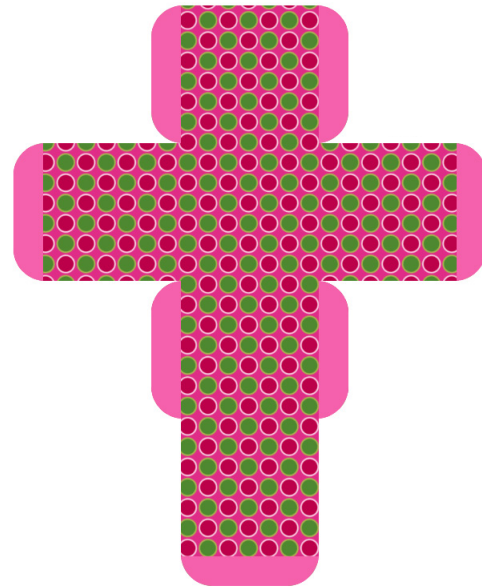
Small



Large



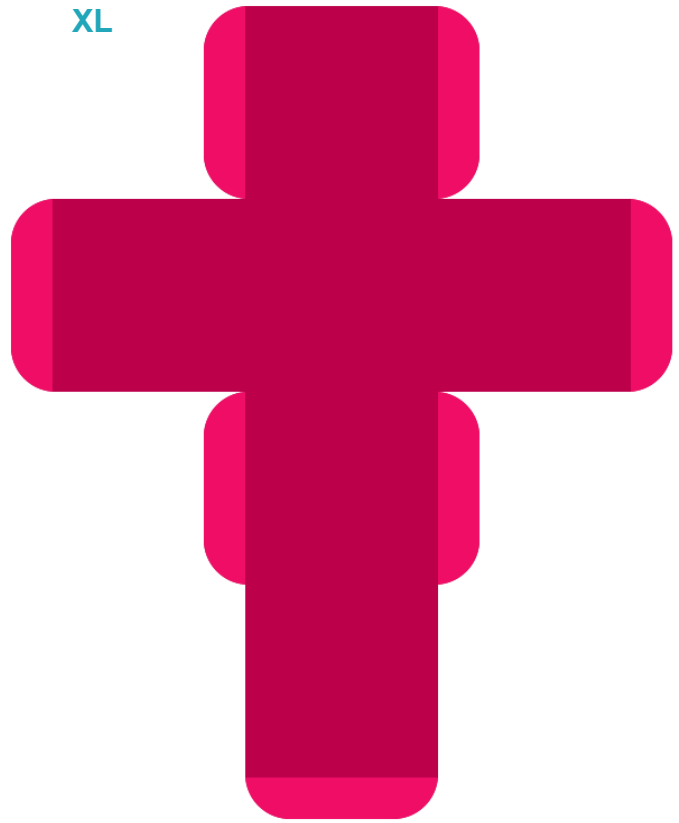
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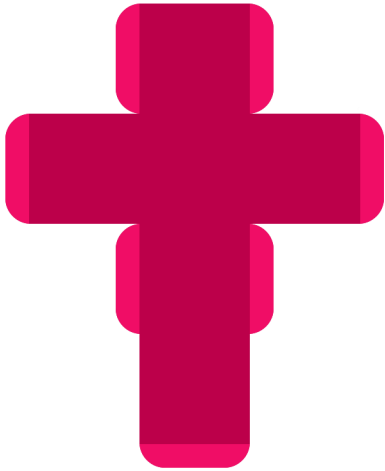
Square Box with Top Flap - Plain Red



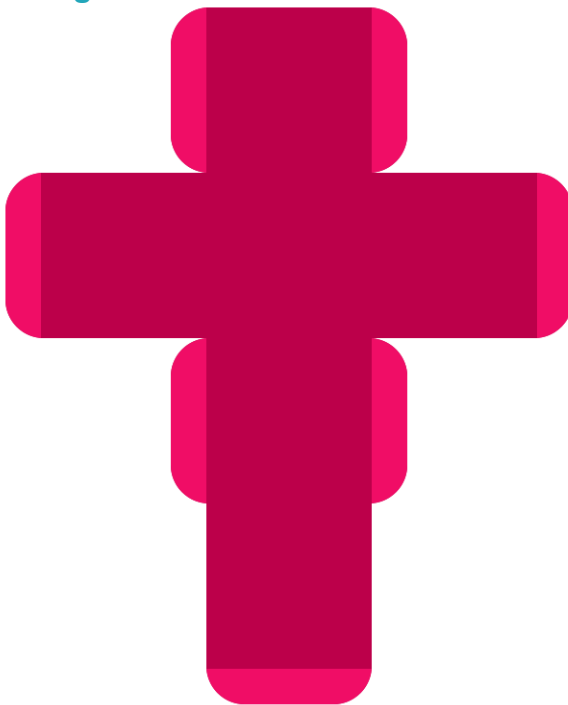
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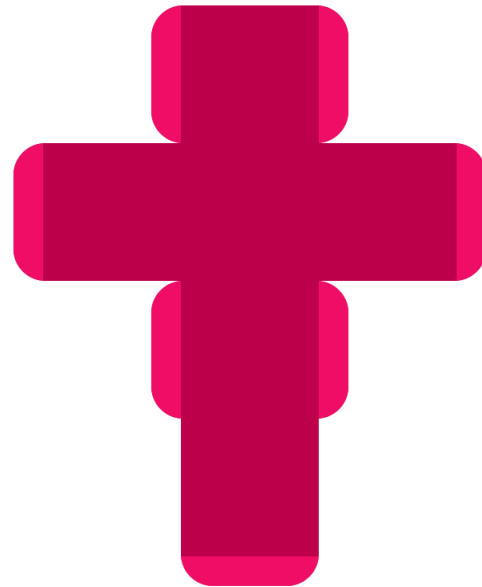
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Large



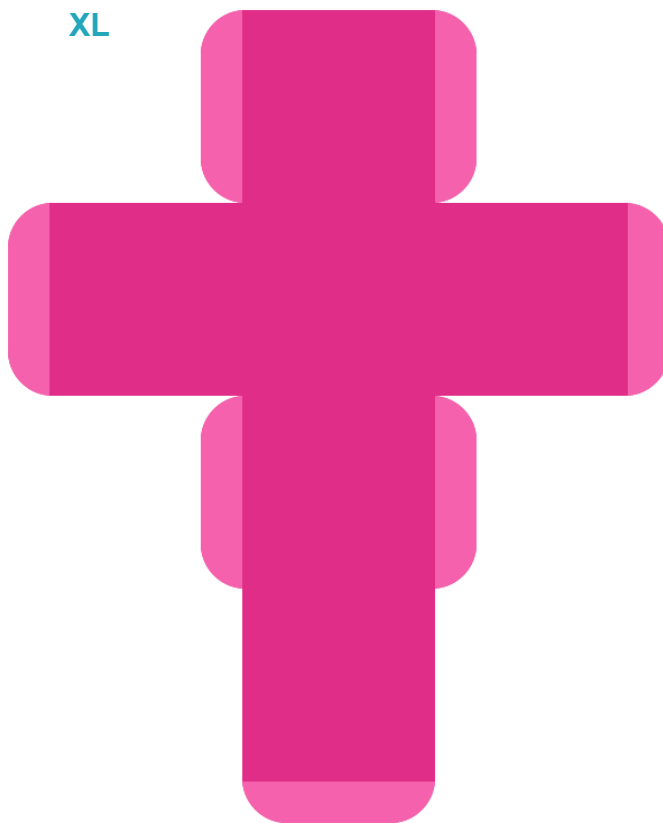
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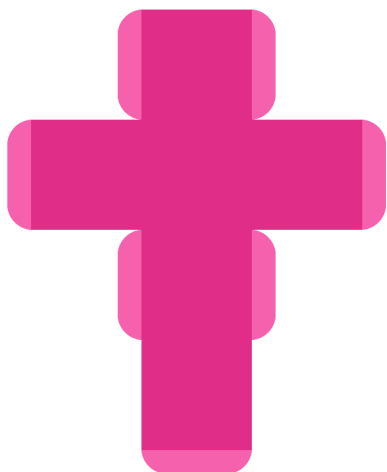
Square Box with Top Flap - Plain Pink



XL



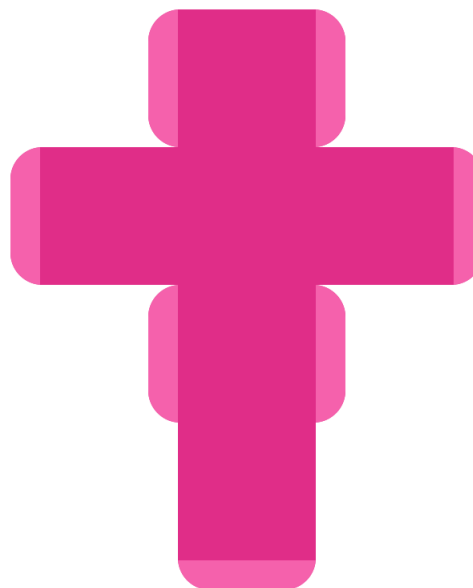
Small



Large



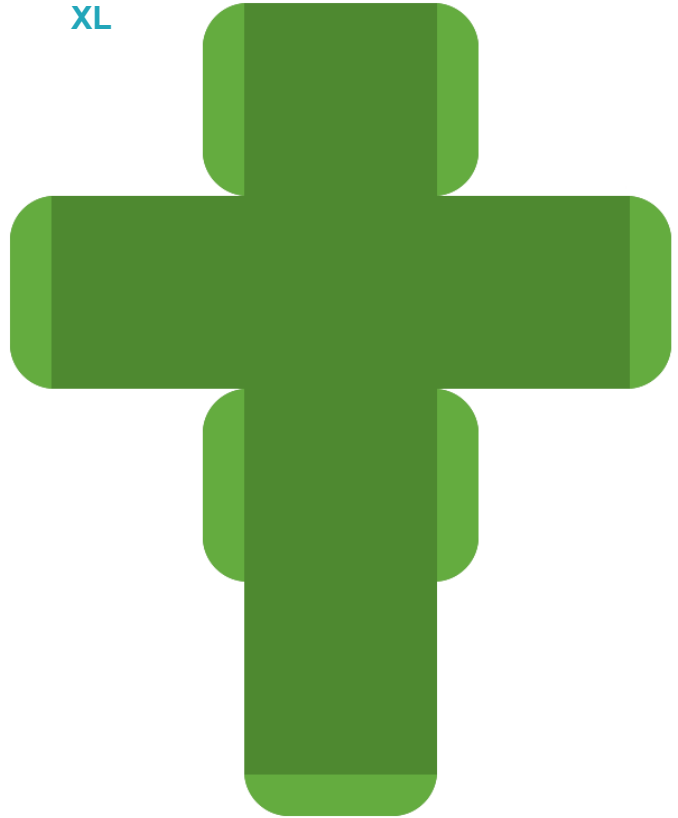
Medium



Square Box with Top Flap - Plain Green



XL



Small



Large



Medium



Square Box with Top Flap - Plain Lime Green



XL



Small

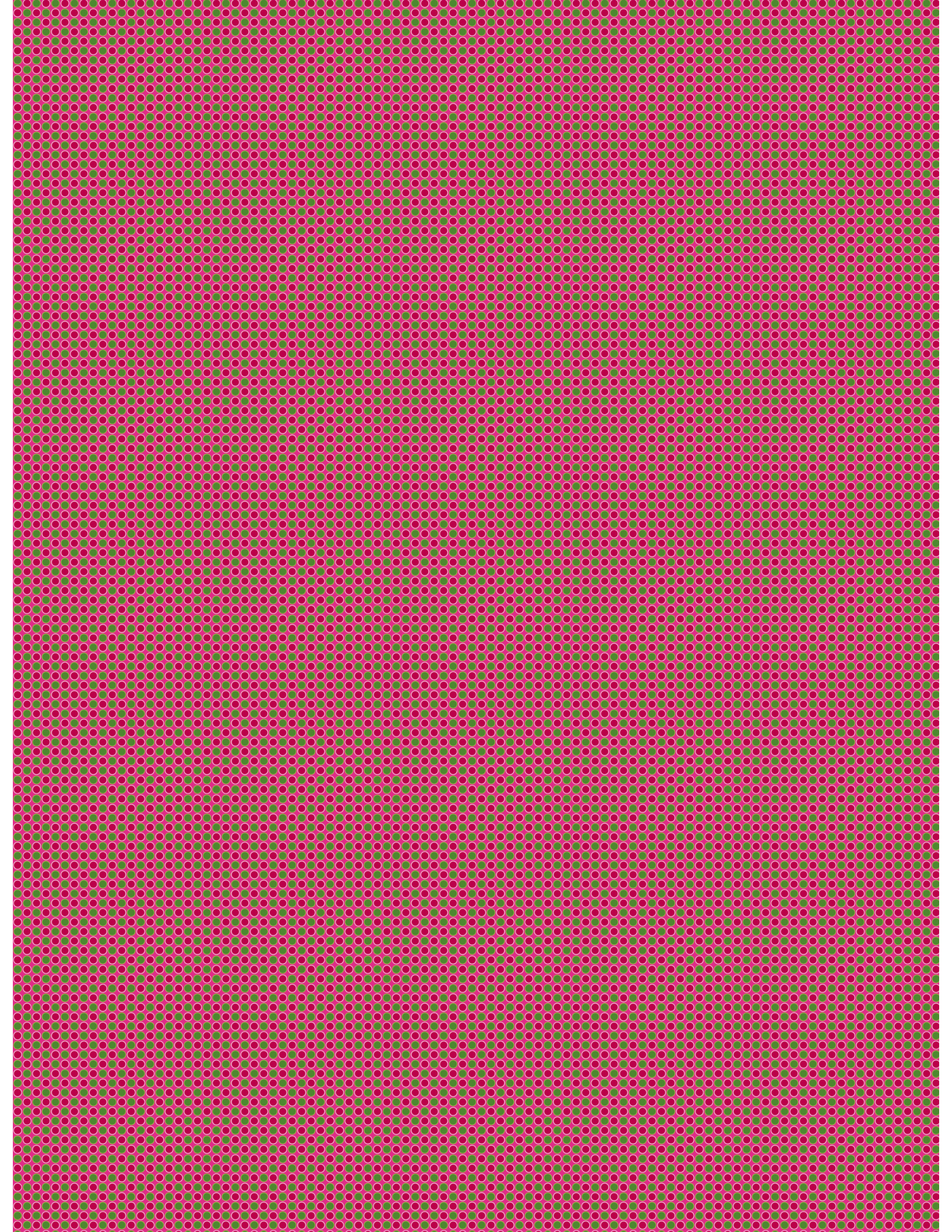


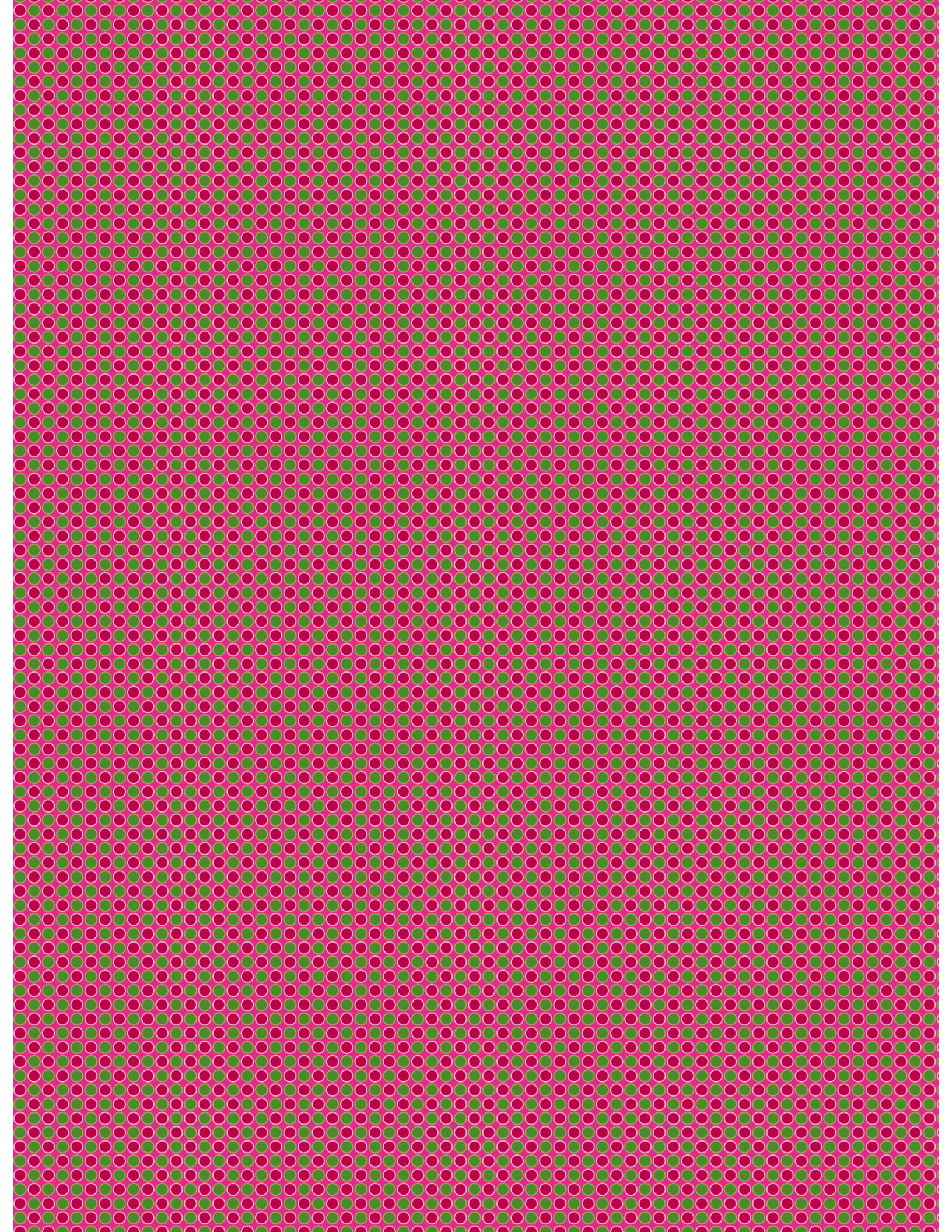
Large



Medium







The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be carefully documented to ensure the integrity of the financial data. This includes recording dates, amounts, and the nature of each transaction.

The second section focuses on the regular review and reconciliation of accounts. It suggests that accounts should be reviewed at least once a month to identify any discrepancies or errors. Reconciliation involves comparing the internal records with the bank statements to ensure they match.

The third part of the document provides guidelines for handling cash and receivables. It advises that cash should be kept in a secure location and that receivables should be promptly followed up to ensure timely payments. This helps in maintaining a healthy cash flow and reducing the risk of bad debts.

The final section discusses the importance of budgeting and financial planning. It suggests that a budget should be established at the beginning of each year to track expenses and income. This helps in identifying areas where costs can be reduced and ensures that the organization stays on track towards its financial goals.

the \mathbb{R}^n is a linear space over \mathbb{R} with the usual addition and scalar multiplication. The inner product is defined by

$$\langle x, y \rangle = \sum_{i=1}^n x_i y_i \quad (1)$$

where $x = (x_1, \dots, x_n)$ and $y = (y_1, \dots, y_n)$ are vectors in \mathbb{R}^n .

The norm of a vector x is defined by $\|x\| = \sqrt{\langle x, x \rangle}$. The distance between two vectors x and y is defined by $d(x, y) = \|x - y\|$.

The set of all vectors in \mathbb{R}^n is denoted by \mathbb{R}^n . The set of all vectors in \mathbb{R}^n with norm less than or equal to 1 is denoted by $B_1(0)$.

The set of all vectors in \mathbb{R}^n with norm less than 1 is denoted by $B_1(0)^\circ$.

The set of all vectors in \mathbb{R}^n with norm greater than or equal to 1 is denoted by $B_1(0)^c$.

The set of all vectors in \mathbb{R}^n with norm greater than 1 is denoted by $B_1(0)^{c^\circ}$.

The set of all vectors in \mathbb{R}^n with norm less than or equal to 1 and norm greater than 1 is denoted by $B_1(0) \cup B_1(0)^c$.

The set of all vectors in \mathbb{R}^n with norm less than or equal to 1 and norm greater than 1 is denoted by $B_1(0) \cup B_1(0)^{c^\circ}$.

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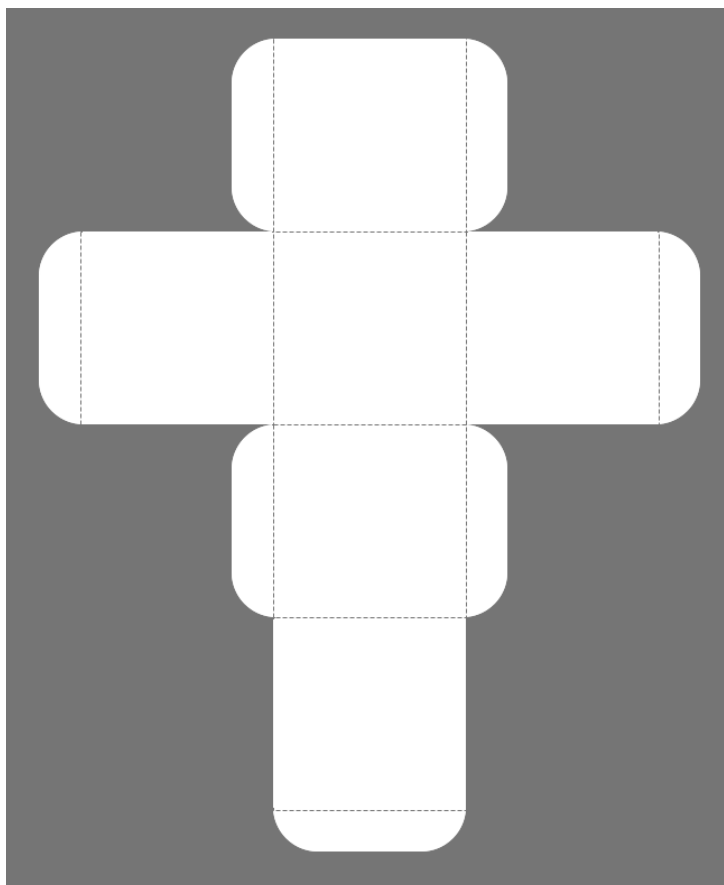
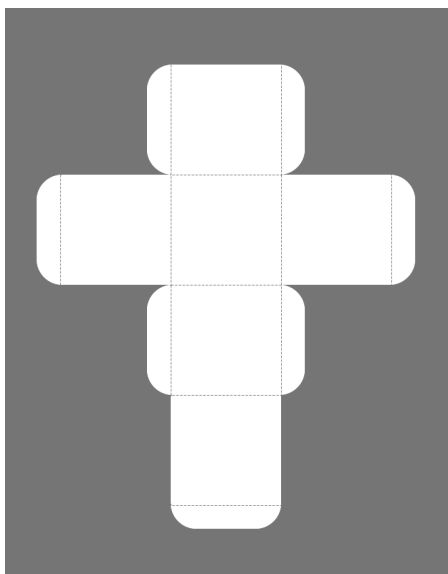
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Square Box with Top Flap Template with Fold Lines

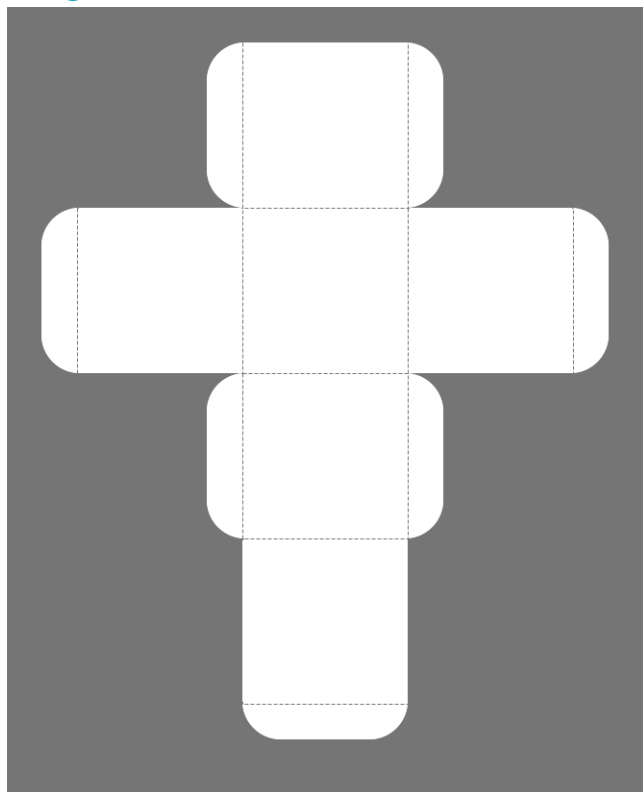


XL

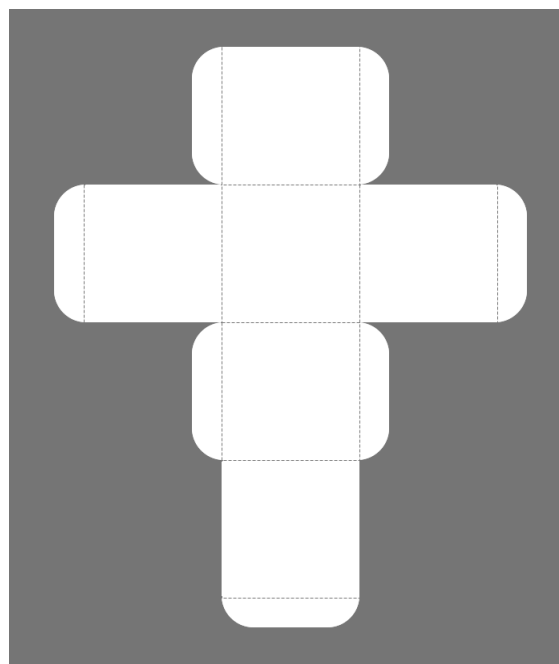
Small



Large



Medium



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