

Duties and description of workflow for actual RoninsfromPS Tax Manager

Tasks & duties:

1. Check and track adena value in CWH.
2. Collect the regular "Clan Tax" from the clan shop manager.
3. Add Unpicked adena drop mails as a "Donation" to CWH.
4. Inform the clan leader about any problems.
5. Every Wednesday update the "Ronins Drops & Treasury" sheet.

Track money in CWH:

1. Open "Ronins Drops & Treasury" sheet.
<https://docs.google.com/spreadsheets/d/1a9Fwyh25m8G7pFLwUgo6pSpfqv71FE7nYdbdIII3Sk/edit#gid=0>
2. Note the adena value from last week:

G	H	I
	Clan Warehouse Adena & Taxes:	
	16 226 194 924 Adena	
	CWH Money: 2012.02.06	4 671 528 000 Adena

3. Check Actual CWH adena value in-game:



4. Divide the two values every week to see the actual Clan Hall Tax for the past week. Clan Tax may be different every week by a small margin!
5. Add this value as a NEGATIVE number to the end of the Tax values.

Follow the format below !!!

H	I
2020.10.14. - Tax	-59 335 259 Adena
2020.10.21. - Tax	-59 335 259 Adena
2020.10.28. - Tax	-63 949 167 Adena
2020.11.04. - Tax	-63 949 167 Adena
2020.11.11. - Tax	-63 949 167 Adena
2020.11.18. - Tax	-63 949 167 Adena
2020.11.25. - Tax	-63 949 167 Adena
2020.12.02. - Tax	-63 949 167 Adena

Collect clan tax money from the clan shop manager:

1. NOT every week, but during any big adena share where thrones drop is also shared claim your the 84.000.000 Adena from each Thrones share for the CH.
2. Depending how many Thrones drops get shared and sent to the Tax manager from the clan shop manager, add them separately to the end of the tax values as a POSITIVE value.

2020.11.11. - Tax	-63 949 167 Adena
2020.11.18. - Tax	-63 949 167 Adena
2020.11.25. - Tax	-63 949 167 Adena
2020.12.02. - Tax	-63 949 167 Adena
2020.12.09. - Tax pay	84 000 000 Adena

Follow the format above !!!

Add unpicked clan drop mails send to you by the clan shop manager as a “Donation”:

1. Note the names who did not picked their adena drop after 14 days+
2. Note the different values

3. Add this POSITIVE value as a "Donation" to the tax values.

2020.09.30. - Tax	-59 335 259 Adena
2020.10.07. - Tax	59 335 259 Adena
2020.10.14 - CalypsoO Donation	101 899 762 Adena
2020.10.14 - VictoriaSummers Donatic	714 286 Adena
2020.10.14 - HunDorina Donation	240 601 667 Adena
2020.10.14 - Tora Donation	37 095 769 Adena
2020.10.14. - Tax	59 335 259 Adena
2020.10.21. - Tax	-59 335 259 Adena
2020.10.28. - Tax	-63 949 167 Adena

Follow the format above !!!

Controlling adena values

1. After all Clan Hall Tax payments have been extracted and all clan adena added as payment to CWH and everything is correctly administered
2. Scroll to the top of the datasheet.
3. Compare actual Adena value in CWH and the summ value at the top.

G	H	I
	Clan Warehouse Adena & Taxes:	
	16 226 194 924 Adena	
	CWH Money: 2012.02.06	4 671 528 000 Adena

4. Make sure the two values are exactly the same!
In case there is ANY difference, YOU MADE A MISTAKE !
Fix it or report to the clan leader.