**Activity 33**

1. Retrieve **PROJECT3** (Activity 22) from your folder.

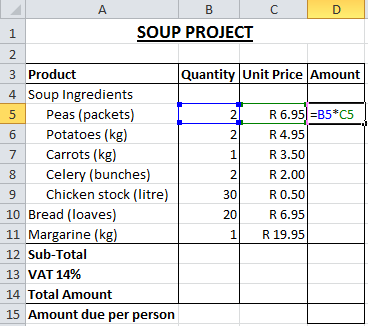
2. Use the following information and complete the formulas.

**Information**:

* Amount = the product of Quantity and Unit Price. *See diagram.*

Copy the formula or use the AutoFill feature to complete all the answers.

* Sub-Total = the sum of all the Amounts. Use the AutoSum function.
* VAT = 14% of the Sub-Total (e.g. =D12\*14%)
* Total Amount = Sub-Total + VAT 14%
* Amount due per person = Total Amount divided by 5. There are five members in the group of volunteers and each member contributes the same amount.



3. Draw a bottom border if required. Adjust the column widths as required.

4. Calculate the cost per child if 150 children are fed.

Amount per child = Total Amount divided by 150.

Type your answer in row 17. *See diagram.*



5. Insert your name and surname as header.

6. Save the file as **PROJECT4** in your folder and make a printout to fit on one page.

7. Close the file and exit the program.