

Quarterly Retail Sales Review

Store Name

Enter store name

Quarter

E.g. Q1 2024

Date of Review

Sales Performance

Month	Sales Target	Actual Sales	Variance	% Achieved
Month 1				
Month 2				
Month 3				
Total				

Top Selling Categories/Products

Category/Product	Sales	Comments

Challenges This Quarter

Describe any challenges faced this quarter

Key Learnings

Document main learnings

Action Plan / Recommendations

Outline action items and recommendations for next quarter

Reviewed By

Name

Position

Date