



Best-Fundraising-Ideas

Heritage Candles Sales Agreement



www.Best-Fundraising-Ideas.com
Deb Murray, National Fundraising Rep
Mailing Address: 102 Thompson St, South Glastonbury CT 06073
Fax: 410-630-7080
Questions? Email: deb@best-fundraising-ideas.com
Phone: 860-384-3691

Organization Name: _____

Shipping Address for BROCHURES (Mailed USPS Priority): _____ Shipped to Business/School _____ Shipped to Home

Business Name or School if applicable: _____

Street Address or PO Box: _____

City: _____ State: _____ Zip: _____

Shipping Address for PRODUCTS: _____ Shipped to Business/School _____ Shipped to Home Address

Business Name or School if applicable: _____

Street Address (no PO Boxes): _____

City: _____ State: _____ Zip: _____

Chairperson: _____ Email (Print Clearly): _____

Phone-Day: (____) _____ Evening: (____) _____ Cell: (____) _____

Person Responsible for Payment: _____ Title: _____ Phone: _____

Number of Participants: _____ Approximate Date of Fundraiser: ____/____/____ to ____/____/____

Brochure(s): (Select up to 3*) _____ Journey of Faith Candles _____ Quote Candles _____ \$12 Jar Candles

_____ \$12 Holiday Collection _____ Spring Collection _____ Earth Candles

Profit: Candle Brochures - Organizations can earn up to 50% profit with 150 items sold, 40% for orders with less than 150 items.

Pricing Guarantee: 12 oz. Canning Jars - \$15 retail, 14 oz. Hourglass Tumblers - \$17 retail, 8 oz. Jar Candles - \$12 retail

Product Displays/Late Orders: No product minimum required. Receive 40% profit pricing, shipping is \$40 for orders less than \$400 in retail sales.

Tax Exemption: Tax-exempt Organizations determine their state tax exemption status. Organizations that are not tax-exempt will report state tax to their state. Non-exempt organizations may collect the tax.

Shipping: Shipping is free on all orders with 40 or more items. Orders less than \$400 in retail sales will add a \$40.00 shipping fee. Orders are generally shipped within 48 hours upon receipt of payment and are generally shipped via UPS. Large orders are shipped by a freight carrier with an arranged delivery.

***Brochures:** We ship brochures at no upfront cost to your organization, but we do request enough items are sold to cover costs. A small fee is added to an invoice only if the total number of items sold is less than the total number of brochures shipped. The fee is calculated only on the shortage. For example, order 100 brochures, sell only 60 items. A fee is added for just 40 brochures. (single page .15, 4-page .30, 6-page .40)

Payments: Customer checks are made payable to your organization. Acceptable forms of payment include Money Order, Business, or School Check. **Personal checks, temporary checks, checks with hand-written group/business names, electronic credit cards, and purchase orders are not accepted.** Payments by check/money order must be paid in full before the order being placed. Returned check fee is \$50.00.

Missing Items: Check-In Forms: Rarely are items missing. Weights per box are calculated, weighed once packed, are weighed again by UPS, and are compared if items are reported missing. Report any missing items within 48 hours following delivery. Send an email with the name of the item, how many were received, and the number missing. The organization is responsible for the accuracy of the total number of items sold and ordered.

Sales Agreement: MUST be returned to Deb Murray before distributing your brochures. I have read, understand, and agree with the terms listed above and have received approval from my organization (school principal, board members, etc.) to sign on behalf of my organization.

Chairperson Title Fundraising Representative Date

Deb Murray