

FUNDRAISER TIMELINE & INFO - 2011

JULY: Review the Price List and Information Packet

AUGUST: Plan/Start your Upcoming Fundraiser

How will you promote the fundraiser?

- Through Mailings or Other Advertising Opportunities?
- Through the Internet?
- Through Events?

How will you take orders for the fundraiser?

- At Events with Order Forms?
- Through Mailed Order Forms?
- Telephone Orders?
- Individuals Taking Orders?

How will you collect the money for the fundraiser?

- At the Time the Order is Placed?
- At the Time the Order is Received?

How will you get products into the hands of those purchasing it?

- A Scheduled Pick-Up Date and Location?
- By Individuals Delivering to Those that Ordered?

How will you determine your pricing?

- Will you Sell Items A La Carte?
- Will you Combine Items and Sell them as a Package?

How will you inspire those doing the fundraiser to SELL, SELL, SELL?

- Will you have rewards for your top sellers?
- Will you require minimum sales per person in the fundraiser?

SEPTEMBER/OCTOBER: Fundraising Time-Sell, Sell, Sell!

NOVEMBER: Deadline for all Fundraiser Orders to be received by our offices is **Monday October 31, 2011!** Please allow at least **2 weeks** for your order to be processed and inventory to be made available for pickup or delivery. We recommend providing your "customers" with their products around Thanksgiving as that is when most people are decorating for the holidays. For your convenience, we are open 7 days a week in November and encourage you to schedule your pickup or delivery at the time that you place your order. Please remember that our prices are FOB our Cleveland Warehouse so delivery charges would be additional. Payment is due upon receipt of the product and we accept Cash, Checks (with a credit card number on file), Bank Checks, Visa, MasterCard and Discover.