*FOR BEST RESULTS, PLEASE VIEW DOCUMENT ON A DESKTOP COMPUTER*

**School/Organization Name**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Delivery Drop-off address (brochures & orders):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**State**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Zip**:\_\_\_\_\_\_\_\_\_\_

**Chairperson/Organizer**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email (**Please** **Print Clearly**): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone-Day: (\_\_\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Treasurer or Person Responsible for receipt of payment:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of fundraising packets needed: \_\_\_\_\_\_\_\_\_

**Date of Fundraiser**: \_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_ **to** \_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_

*(Said dates are expected to be honored, please start, and end your fundraiser on said dates.*

*If your group would like to extend your fundraiser, please give a 3-day courtesy notice via phone/email)*

**Brochure Selection**

 **Winter \_\_\_\_\_\_ Spring \_\_\_\_\_\_ Summer \_\_\_\_\_\_ Autumn/Fall \_\_\_\_\_\_ Fresh/Clean \_\_\_\_\_\_**

**What is your School/Club’s Financial Goal amount? What dreams do you have for your raised funds?!**

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**Brochures**: **We offer a single page Brochure with a QR code for your school/organization’s Candle fundraiser.** **Paper Sales fundraising is not available.**

Your school/organization has the option to have an E-brochure emailed to you for printing ***OR*** we can print the requested amount of single page brochures and deliver them to your school/organization within 5 days prior to the start of your fundraiser. Brochures are FREE!

There are**\*NO CANCELLATIONS\*** permitted once fundraising brochures have printed! In the event of cancellation, your school/organization will be 100% responsible for **ALL** printing cost associated with your school/organization’s fundraiser. Receipt(s) for all incurred fees associated with fundraiser printing will be provided by D. Kay by Tina Renee + Whiffs on Wheels

**Profit**: Your school/organization will earn a 50% profit (minus $8.00/per candle production fee). **The even split equates to $6.00/per candle, paid to the school/organization and $6.00 paid to**

**D. Kay by Tina Renee + Whiffs on Wheels. The $8.00 balance goes toward the production and packaging of each candle order and is paid to D. Kay by Tina Renee + Whiffs on Wheels to total $14.00.**

**Payments**: All payment are made electronically through the [www.whiffsonwheels.com](http://www.whiffsonwheels.com) website. D. Kay by Tina Renee + Whiffs on Wheels is not responsible for any cash/check or other payment type received outside of the [www.whiffsonwheels.com](http://www.whiffsonwheels.com) site.

At the end of contractual and specified fundraiser end date, D. Kay by Tina Renee + Whiffs on Wheels will calculate all sales, provide a Report of Sales to school/organization, and a cashier’s check to the school/organization in the amount of agreed upon 50% split.

**Delivery**: Delivery is free - All orders are prepackaged, and hand delivered to school/organization. Candles are *generally* delivered within 10 business days from the date fundraiser ends, and full payment is received. Larger orders may require an additional week for processing.

**Missing or Broken Items:** Report any missing or broken items within 7 days via email. Include the name of the seller and specific items that are missing/broken.

D. Kay by Tina Renee +Whiffs on Wheels will make the necessary replacement(s) within five business days. All replacements will be delivered to the Fundraiser Organizer for disbursement to student/parent.

**Sales Agreement**: Upon receipt of this signed agreement, your candle fundraising brochure will be delivered to your school/organization within 5 business days, if you chose to have D. Kay by Tina Renee +Whiffs on Wheels deliver paper brochures.

**Participant Incentives**: Top Sellers (1st, 2nd, and 3rd) will receive their prizes on the day candle orders are delivered.

1st top seller $25 gift basket

2nd top seller $15 gift basket

3rd top seller $10 gift basket

**I have read, understand, and agree with the terms listed above. I have received approval from my organization (school principal, board members, organization leader etc.) to sign on behalf of my organization/school. I understand that my organization/school is 100% responsible for any fees associated with printing cost, should I cancel my fundraiser.**

**Organizer’s Printed Name**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organizer’s Signature**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_