



Holiday Wonderland Gift Shop

Fall 2019 Program Agreement

School:		School Phone: ()	
Address:		School Fax: ()	
City/State/Zip		Principal:	
School District:		Principal E-Mail:	
Chairperson:		President:	
Home Address:		Home Address:	
City/State/Zip:		City/State/Zip:	
Phone:	Cell:	Phone:	Cell:
Chair. E-Mail:		Pres. E-Mail:	
Treasurer:		Treasurer E-Mail:	
School Enrollment:		Grades Served:	# of Classrooms:
Sponsoring Organization:			
Organization chooses retail pricing to make profit margin of (Initial choice): 25% _____ 15% _____ 10% _____ Will set our own prices _____			
Sales Dates (initial choice) _____ Dec. 2 - 6, 2019 (best choice) _____ Dec. 9 - 13, 2019 _____ Dec. 16-20, 2019			
Other dates or split weeks: (fill in dates): _____			
Amount paid previous vendor: \$		% profit used last time:	# of sales days last time:
Initial Choices: _____ Bilingual Flyers (English/Spanish) _____ Optional religious theme gifts added to regular selection.			
_____ We WILL use the programmed cash register, we will NOT _____ Extra selection of gifts under \$2.00 retail			
_____ We will use NO INVENTORY billing summary.			
_____ We request use of ROLLING METAL DISPLAY CASES, or _____ We request prepacked BOXES to make our own display instead.			
BONUSES - Sign up by February 28, 2019, and receive the following: 1. A 10% discount off Holiday Wonderland merchandise sub-total on billing summary. 2. Free Box of gift merchandise worth \$100 retail value. 3. Loyalty Reward certificates.			

Fund Resources will provide and do:

1. A selection of gift merchandise for students to purchase.
2. Announcement flyer, savings bank, money envelope, gift list and shopping bag for each student.
3. Gift bags for gifts, posters, tablecloths and Chairperson's Instruction Booklet.
5. Inventory sheets, price guides, and preprogrammed cash register with pricing based on organization's choices above.
6. Deliver/ship the merchandise free, during our designated delivery date to organization's area.
7. Provide daily re-orders of additional inventory, subject to re-order request being received by 2:00 pm CST, and review of quantities by Fund Resource We do our best to deliver the next day but all reorders are subject to where your school is located. Manner of delivery is chosen by Fund Resources.
8. Take back ALL unsold and unmarked merchandise.
9. For schools with less than 150 students, however, service & bonuses must be confirmed in writing by Fund Resources.
10. School/organization must pay Fund Resources at least \$1,000.00 on the 2019 HWGS to earn the Bonus discount, free box and teacher mugs. Regardless, school must use at least \$750.00 in merchandise (school cost.).

Organization agrees:

1. To sell no other commercial merchandise in shop.
2. To NOT mark on or put price stickers on any merchandise to be returned.
3. To provide proper tax exemption form, and understands that by setting retail prices above, organization is responsible to file sales taxes with state.
4. To provide tables to display merchandise and to cashier.
5. To provide the volunteers needed to run the shop.
6. To run the shop for a minimum of 3 days and during school hours.
7. To keep track of all funds collected daily.
8. To re-box all left-over merchandise on the last day of the sale.
9. To return all product, unused supplies and bags; and if shipping back leftovers, to use Fund Resources' prescribed manner and instructions.
10. To complete all necessary paperwork according to terms below.
11. Understands Loyalty Rewards (Five \$10 teacher gift certificates and fifty \$1.00 Wonderland Bucks for students) are bonuses from Fund Resources - school makes no profit on the use of these certificates.
11. Organization may cancel this agreement at any time. Cancellations must be in writing. Cancellations received after Sept. 30, 2019, incur a \$250 cancellation fee. After Oct. 31, 2019, cancellation fee is \$350.00.

Terms: Payment by organization is to be mailed to Fund Resources, Inc., 4550 S. Wayside, Suite 100, Houston, TX 77087, post- marked no later than the first Tuesday following the scheduled end of the program at the school. Either a (1) completed Standard Billing Summary and filled out set of return inventory sheets; or (2) a completely filled out No-Inventory Billing Summary, must be included with the payment. Payments not postmarked by the due date automatically incur a 10% Late Charge, and a service charge of 1 1/2% per month (.05% per day/APR=18%) will be applied to past due invoices. Organization loses discount off merchandise sub-total if payment is not made on time, or if final billing is not \$1,000 or more.

Fund Resources Representative:

I have read and understand the terms of this agreement.

Sponsoring Organization Representative:

Fund Resources, Inc. E-Mail: fundresources@att.net
 4550 S. Wayside, Suite 100, Houston, TX 77087
Phone: (713) 649-2100 or (800) 327-2106
Fax: (713) 649-2199 www.fundresources.net

Signature _____
 PrintName: _____ Date: _____
 Title _____
 Phone: _____
 E-Mail: _____