

Spring/Summer 2008 Fundraising Agreement Form



Questions: 1-860-482-3976
Monday-Sunday 9am-9pm EST
or
cnc4375@sbcglobal.net
www.fundraisingwithhgpcandles.com

Group/Organization Name: _____

Shipping Address for brochures: _____

City: _____ State: _____ Zip: _____

Chairperson: _____ Email: _____

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

Number of Participants: _____ (Please provide a minimum of two phone numbers)

Dates of Fundraiser: _____ to _____

Is your organization Tax Exempt? _____ Name of County and tax rate: _____

Select brochure choice: _____ 3-Page Candle Brochure, or _____ 10 oz Jar Candle Brochure

Presorting is **included** with the 3-Page Brochure. If you prefer to have the items shipped bulk please check box:
Home Delivery is optional with the 3-Page Brochure. Cost is 25 cents per item. Requires 10 items per seller.
Individual orders less than 10 items are shipped to one location presorted by seller and price per item will be 25 cents less.
Check box to select Home Delivery:

Pricing: 3-Page Brochure: 10 oz Candles \$5.25, 13 oz Soy Candles \$10.45, Sunset Tealights \$9.85, Bracelets \$5.05, Tealight Tree \$14.65, Chelsea Sets \$11.65. **Select bulk shipping and save 25 cents per item.**
Jar Candle Brochure *: 10 oz Jar Candles \$5.00*. Prices are valid thru 07/31/08. *Ind. H&GP Rep. prices are discounted from H&GP fundraising pricing and are personal contributions offered.

Tax exempt organizations need to submit a photocopy of their **state** tax exempt letter, not federal ID number before your product order can be placed. Orders will be shipped after the tax exempt letter has been approved by H&GP. Please refer to the "Tax Exemption" page at www.FundraisingWithCandleFundraisers.com for the requirements for your state prior to determining your selling prices. Tax numbers alone will not be accepted. **Important:** Groups who are not tax exempt will be charged state and local tax and is determined upon your shipping address. (Does not apply to NH, OR, DE, MT) Groups not tax exempt still receive the same discounted pricing as listed above with the addition of tax. Tax is based upon the prices listed above with the exception of the items offered in the Jar Candle Brochure. Tax is calculated on H&GP fundraising prices, not the discounted Ind Rep pricelist. (Taxable fundraising prices: Jar Candle Brochure 10 oz Jar Candles \$6.00. Check with your rep in advance of starting your fundraiser for amt of tax per item. For example, a jar candle with a 5% tax rate would be charged the same discounted price of \$5.00 plus .30 tax (6.00 x5% =.30) Total per jar candle would be \$5.30. (\$5.00 + .30 = \$5.30). The tax due will be calculated by your rep prior to submitting your payment.

All customer checks must be made payable to your organization, NOT to H&GP or Carrie Chabre. Preferred payment for your fundraiser order can be made by money order, business or school check payable to Carrie Chabre. Personal checks will not be accepted. Please note that your order must be paid in full prior to the order being placed. Returned checks will be charged \$25.00. Products will be delivered to the address listed above approximately 2 weeks from the date your payment is received, check has cleared and tax exempt document has been approved. A minimum order of 30 products is required. Shipping is free. Pricing is based on catalog prices and a \$5.00 handling fee applies for orders under 30 items.

Organization agrees to contact me within 7 days of receiving order to report any missing/broken items. Organization will be responsible for the accuracy of the total amount of items sold and ordered. If fundraiser is cancelled organization agrees to return brochures promptly, in good condition, and to pay all postal charges. If brochures are not returned within 30 days or are damaged organization agrees to pay 20 cents per brochure sent.

****Agreement form MUST be returned to Carrie Chabre prior to receiving brochures and selling candles. ****

I have read, understand and agree with the terms and conditions listed above and have authorization to sign on behalf of my organization. (Please retain a photocopy of the agreement form.)

Chairperson

Carrie Chabre
HGP Fundraising Specialist

Date

FAX COMPLETED FORM TO: 1-801-454-5510 or by postal mail: 168 Roulin Street, Torrington, CT. 06790
You will receive a phone call within 48 hours upon receipt to verify the information.