



CHARMS

Catalog Fundraising Agreement: 2017-2018

**I'm ready to start a Chubby Chico Charms Fundraiser!**

<b>Brochures/Catalogs</b>	Brochures/catalogs & collection envelopes are supplied <b>FREE</b> of charge! There are NO upfront costs to ship our Brochures/catalogs to your organization.
<b>Profits</b>	Your organization earns <b>50% profit</b> from the merchandise total.
<b>Event Timeline</b>	We recommend that the end date for your fundraiser should be no more than 30 days from the start date. Orders should be mailed within one week of the end of your fundraiser.
<b>Cancellations</b>	In the event you need to cancel your Chubby Chico Charms fundraiser after you have received your fundraising materials, you will be billed the cost of your fundraising materials plus shipping.
<b>Shipping &amp; Handling</b>	Shipping and handling is <b>FREE</b> on orders with gross sales of \$5,000 or more. For orders with a gross sales amount less than \$5,000, there will be a variable fee depending on the size of the order. Please refer to the Organizer's Guide for exact amounts.
<b>Pack-by-seller</b>	Provided <b>FREE</b> of charge.
<b>Receiving Product</b>	ChubbyChicoCharms LLC ships to the one address provided below. We do not ship to individual participants. The organizer will need to set aside space, time and volunteers to sort through the pre-packed orders for distribution to the fundraising participants.
<b>Delivery</b>	Products are generally delivered within 1-2 weeks from the time your order and payment have been received at our Order processing Center.
<b>Replacements</b>	ChubbyChicoCharms LLC will replace quantity or product discrepancies and damage at no charge to client, provided report is given within 3 days of product receipt. ChubbyChicoCharms has the right to substitute products for a like kind if out of stock.
<b>Payments</b>	Customer checks are made payable to your organization. A single payment by money order, business or bank check will be accepted for your purchase. Order must be paid in full prior to order being placed into the queue. Returned checks will be charged \$50.00. You can pay for your order with a CC or bank transfer but you will be charged a 3% processing fee. Please let your Sales Associate know if this is how you would like to pay.

Our organization will be responsible for and agree to the following:

- Distributing the catalogs for the event
- Publicizing the fundraising event
- Collecting the individual orders and processing payments
- Paying sales tax for our state, if applicable
- Distributing the products, when received

REMINDERS

- Send **NO** money until you are invoiced
- Your brochure shipment will include a "Organizer's Guide" to answer all of your questions. Please look for this and read it over. It is also downloadable from our website.

*I have read, understand and agree with the terms and conditions listed above and have received approval from my organization (school principal, board members etc.) to sign on behalf of my organization; I am over 18 years of age, and can be contacted at the address and phone numbers provided below.*

Organizer's Signature: \_\_\_\_\_

Organizer's Name: \_\_\_\_\_

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

Name of Organization: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

Fundraiser Start Date: \_\_\_\_\_

Fundraiser End Date: \_\_\_\_\_

Number of Participants: \_\_\_\_\_

Date to Receive Catalogs by: \_\_\_\_\_

**E-mail, Fax or Mail this signed form to:**

*jc@chubbychicocharms.com | Fax: 401.369.8913 | ChubbyChicoCharms LLC · 339 Woonasquatucket Ave · North Providence, RI 02911*

Official Use Only

Dates OK:  Parent Letter Rec'd:

Shipping Address OK:

Non-Profit  School

Catalogs Send Date: \_\_\_\_\_

Fund Start Date: \_\_\_\_\_

Fund End Date: \_\_\_\_\_