



Dear Fundraising Coordinator,

I'm thrilled you've decided to entrust the success of your Fundraiser to me! So we may proceed in a timely manner, please carefully review the following information. If you see areas that need to be changed, please simply note the correct information and initial. Please sign and return this form to me no later than \_\_\_\_\_ so I can continue the event planning process based on the information provided below.

<b>Organization Name &amp; Address:</b>	
<b>Contact Name, Phone &amp; Address:</b>	
<b>Fundraiser Goal/Mission:</b> (Ex. Trip, equipment, uniforms...)	
<b>Award Incentives:</b>	Our office will donate the following: ➤ A participation gift to each participant. ➤ Awards earned based on various sales levels achieved.
<b>Profit:</b>	Your organization will receive 40% of the total sales generated from this Fundraising event (less any applicable taxes) <b>with NO shipping costs.</b>
<b>Program Kick-off Date:</b>	
<b>Program Dates:</b> (Usually 1 to 2 weeks)	
<b>Number of Packets:</b>	
<b>Payment:</b> (Who will customers make checks payable to?)	Payment for Tupperware products can be made with cash, money order, or check. Make checks payable to: _____
<b>Order Drop-Off Date to your organization:</b>	
<b>Anticipated Delivery:</b>	Three to four weeks following submission of order.

\_\_\_\_\_, I know you'll be pleased with the results of having Tupperware as your Fundraising partner. Should you for any reason need to cancel your event, please let me know. If we reschedule your event within three (3) months of the initial cancellation, there will not be a restocking fee assessed. Fundraisers cancelled after the materials have been contributed will be assessed a \$100 materials/processing fee and any other associated product or materials costs.

Thank you,

X  
Tupperware Consultant

X  
Date: