

Instructions on Completing Fundraiser Orders
9/26/11

1. All orders must be prepaid. Checks/Money Orders must be made out to “Madonna del Sasso School.” In the Memo section, please put “Fundraiser” and your child’s name. Place all orders and accompanying payments in the “Student Collection Envelope” found in the packet, and turn into your child’s teacher by **Wednesday, September 28**.
2. The first 12 items ordered from each of your children will qualify you for a **FREE item** in the catalog. So if you have three children and they each have an order form in his/her name, and they each sell 12 or more items, you will earn a FREE catalog item form each of their orders. This is just for the **first 12** items from each child, not for every 12 items sold by each child. ALL items sold qualify as part of the 12 items. Put the item number of the FREE item in the upper right section of the order form that says “I Reached My Goal.”
3. Anything can be ordered as the FREE item except for frozen food items, personalized items, Canvas Expressions or magazine subscriptions.
4. Items ordered on the order forms will be sent to the school sometime in October, before Halloween. You will receive a notice ahead of the delivery date to pick up your items in the SAC. For items ordered online, the company will send those directly to the customers.
5. Please check to ensure that your orders are accurate and complete. Keep the pink copy (last sheet of order form) for your records. You will need it when your items arrive.
6. Don’t forget—place all orders and accompanying payments in the “Student Collection Envelope” found in the packet, and turn into your child’s teacher by **Wednesday, September 28**.