

October 17, 2013

KMCAPO Girls Team members:

It is time again for the annual Holiday Evergreens Fundraiser. Year over year this has been the most popular and profitable fundraising program. To insure we are all successful I have detailed the specifics of the program below:

**Fundraiser Start Date: THURSDAY, 10/17/2013**

**Fundraiser End Date: SATURDAY, 11/09/2013**

**Checks made payable to: KMCAPO (and must accompany the order)**

All order forms and payments must be in Skylar Jennings' folder by the end date (11/09/2013). **No Exceptions.** This firm deadline is necessary to ensure the evergreens are shipped in a timely manner. In addition, once the order is placed, we are not able to add additional items.

There are 2 ways to sell:

➤ **KMC Shipped Program**

We will be selling 5 items in the KMC Shipped Program: 28" Mixed Evergreen Wreath, Western Cedar Garland, the evergreen centerpiece, the 22" Noble Fir Wreath, and the holiday cones. These orders will be shipped directly to KMC and distributed to you, so that you may deliver directly to your customers. While there are other evergreen choices available to sell, we are only selling 5 items. This allows us to keep the wholesale cost of these items low. In addition, we are required to order these items by the case. By limiting the offering to 5 items we increase the likelihood of being able to purchase a case of an item. All orders placed in the KMC Shipped Program will be delivered **Dec 02 – Dec. 07, 2013.**

➤ **Direct Delivery Gift Program**

This program is great for family and friends that would like to purchase an evergreen but do not live locally. The vendor, Sherwood Forests, will ship the order directly to the customer. Items available for purchase in the Direct Delivery Gift Program can be identified in the flyer by the descriptions blocked in red. There are no minimum quantities required in this program. All items ordered through this program will be delivered to the recipient the **Dec 02 – Dec 07, 2013.**

What You Need to Get Started (is attached):

- **Beautiful Holiday Evergreens flyer-** Prices for items of both the KMC Shipped and Direct Delivery Gift Programs have been included.
- **Sales Record Form-** this form is a record of each item you sell and must be turned in with your monies by the 11/09/2013 deadline. You will need to keep track of each individual sale whether it is ordered under the KMC Shipped or Direct Delivery Gift Program.
- **Direct Delivery Shipping Labels** – A label needs to be completed for each Direct Delivery Gift item you sell. This label is necessary to insure the vendor has a shipping label for those items being shipped directly to the customer.

Additional flyers, order forms, and price lists will be available on the KMCAPO website. Flyers will also be placed in the Fundraiser folder in the gym. Products can also be viewed through the vendor website at [www.sherwoodforestfarms.com](http://www.sherwoodforestfarms.com). Thank you for your effort and participation. Please do not hesitate to contact me if you have questions.

Monya Jennings  
KMCAPO Fundraising Coordinator  
[monyajennings@gmail.com](mailto:monyajennings@gmail.com)  
484-888-9157

Below is the profit for each item sold. Remember, you receive 75% of the profit for each item you sell. This will be credited to your escrow account. The remaining 25% will be deposited into the General Fund.

Items of the KMC Shipped Program:

**W3** 28" Mixed Evergreen Wreath = \$7.00

**G3** Western Cedar Garland = \$6.25

**C5** Centerpiece = \$4.45

**W2** 22" Noble Fir Wreath = \$5.75

**N7** 22" Holiday Cones = \$2.55

Items of the Direct Delivery Gift Program:

**C5M** Gift Centerpiece= \$5.00

**W4M** 22" Mixed Evergreen Gift Wreath = \$4.25

**EGM** Evergreen Gift Set = \$8.75

**N7M** Cone Gift Basket = \$4.50

**W3M** 28" Mixed Evergreen Gift Wreath = \$4.75

**G3M** Western Cedar Gift Garland = \$6.25

For example, if you were to sell ten, **W3** 28" Mixed Evergreen Wreaths under the KMC Shipped Program, the profit would be \$70.00. Of that \$70.00 you would receive \$52.50 into your escrow account. The remaining \$17.50 would be deposited into the General Fund.