Project Agreement: Upon receipt of this information we will complete a Project Agreement and then email it to you for your signature. Once we receive your signed Project Agreement we will be able to ship your brochures, order forms, and collection envelopes.

Name of Organization: _____**Contact Person:**_____

Email Address: _____

Phone: Day _____ **Evening:**_____ **Cell:**_____

Ship Brochures to: _____ **School/Business Name of School/Business:**_____**Attn:** _____

_____ **Ship to Home   Name of Person to Ship to:** _____**Phone:**_____

Street Address (no PO Box): _____ **Apt/Unit:** _____

City: _____ **State:** _____ **Zip:** _____

Billing Address for Invoice: Name of School/Business location (if applicable): _____

Attn: _____

Street:_____**City:**_____ **State:** _____ **Zip:**_____

Email Address to send Invoice to if different than above:_____

Ship Products to: _____ **School/Business Name of School/Business:** _____**Attn:**_____

_____ **Ship to Home   Name of Person to Ship to:** _____**Phone:**_____

Street: _____**City:**_____ **State:** _____ **Zip**_____

Start Date: _____ **End Date:**_____ **# of Participants:** _____

Projected Number of Items to be Sold: _____ **Number of Order Forms Anticipated to be Submitted to S'Kool Smartz:**_____

Brochure Selection: (Choose one brochure)

_____ **Family Delights** _____ **Family Favorites** _____ **Chocolate Indulgence** _____ **Statement Makers**

_____ **Great Gifts for $8.00** _____ **The Cookie Collection**

Youth Prize Program (subject to availability): _____ **No,** _____ **Yes:** If yes, _____Elementary Level _____Middle School/High School Level

State Tax Exemption: Organizations are responsible for determining their tax exemption status. If not exempt, organizations can report their own sales or request S'Kool Smartz to add state sales tax on your invoice and pay the tax on your behalf.
Do you want S'Kool Smartz to add state sales tax onto your invoice? _____ **Yes** _____ **No   Exception:** For orders shipped to a TX address, S'Kool Smartz will add tax to your invoice unless you are exempt. If exempt, attach a copy of your exemption certificate to this form.

Brochures: Brochures are shipped by S'Kool Smartz with no upfront cost. Brochures and supplies are free with a minimum of just 2 items sold x the number of brochures shipped. (Ex.: 50 brochures shipped requires 100 items sold for free brochures.) With sales of 1-1.99 items per seller, half the cost of the supplies will be added to your invoice. If the number of items sold is less than 1 item per brochure shipped the full cost of the supplies provided will be charged.
Profit: Organizations will earn 40% profit. Bonus: Profit will increase to 45% with 1,500 or more items sold.
Product Availability/Pricing Guarantee: Jan-Jun Brochures retire 06/30, July-Dec Brochures retire 12/30. Payment must be received prior to the retirement date and must be received before an order is allowed to be shipped.
Customer Payments: Customer checks are made payable to your organization.
Shipping: Shipping is free on all orders with $150 or more in retail sales. A $15 shipping fee is added to an order less than $150 in sales. Orders are shipped by FedEx.
Packed-By-Seller: S'kool Smartz will ship your order packed-by-seller at no additional charge with 200 or more items sold.
Invoice: An invoice will be submitted to your organization by S'kool Smartz, Inc. following receipt and data entry of your order forms.
Organization Payment: Upon receipt of your invoice a single payment by Money Order, Business, or a School Check, payable to S'kool Smartz will be accepted for your purchase. Personal checks, temporary checks, checks with hand-written group/business names can't be accepted. Payment by credit card is accepted by completing a credit card authorization.
Delivery: Products are generally shipped approximately 3 weeks upon receipt of the order forms. For orders to be received for Christmas Delivery we request receipt of your order forms by November 15th.
Project Agreement: Upon receipt of this information we will complete a Project Agreement and then email it to you for your signature. Once we received your signed Project Agreement we will be able to ship your brochures, order forms, and collection envelopes.