

Cub Scout Pack 1703

2004 Holiday Wreath Fundraiser Information



24 Inch Diameter - \$15

42 Inch Diameter - \$40

Cub Scout Pack 1703

2004 Holiday Wreath Fundraiser Guidelines

- These guidelines contain all the information for those Pack 1703 families who choose to participate in the 2004 Holiday Wreath Fundraiser. Similar to last year, this fundraiser will complement the annual Popcorn Fundraiser. You will receive fundraising credits for participating in either or both. Remember, you can opt out of the fundraisers by writing a check to Pack 1703 for \$135 (\$220 for two scouts in the same family).
- Individual wreath prices remain the same as last year:
 - ▶ 24 Inch Diameter Wreath - \$15 No multiple sale discounts
 - ▶ 42 Inch Diameter Wreath - \$40
- Dates for this year's sale are as follows:
 - ▶ Final orders and a **COPY** of the order form due to Den Leaders – Friday November 5
 - ▶ Wreath pick-up and payment in the form of checks payable to 'Pack 1703' – Saturday November 20, Noon – 5:00 PM at Jennifer and Henry Urbina's house (186 Wattles just west of Livernois).
- The minimum is 12 small wreaths (same as last year). Again, the large wreath will count for two of the smaller wreaths. Brother teams will be required to sell a total of 22 small wreaths. Of course, we encourage Cub Scouts to sell as many as they can – if you can sell 125, then do so.
- If families don't participate in the popcorn fundraiser and are unable to sell their required minimum, they must remit \$10 per wreath below the minimum plus \$15 in addition to the revenue for the wreaths sold. For example, if you sell only 2 wreaths, you owe \$145 [10 x \$10 + \$15 + \$30 for the two wreaths sold]
- Cub Scouts may sell wreaths to nearly any person or business, but should always be accompanied by an adult. Safety is always our primary concern.
- Families are encouraged to have their customers pre-pay their individual order. COD is OK if families think they can trust their customer. However, every family is responsible for payment of the entire order when it is picked up on November 20 – **No Exceptions**.
- Use of the attached *Sales Receipt* form is strongly recommended. In addition, many Cub Scouts write personal thank-you letters.
- It is also recommended (but not mandatory) that customer transactions be done via a check payable to '**Pack 1703**' Make sure you write the scout's name on the front of each check turned in. Accepting cash from customers is OK, but families **MUST** keep all cash and write a check to Pack 1703 for the amount when picking up their order. The Pack must have an audit trail and dealing with large amounts of cash makes it too hard. Therefore, cash will not be accepted at pick-up.
- Final orders are due to Den Leaders on Friday November 5 along with a **COPY** of the wreath order form – families should keep the original so they know where to deliver orders. Keep checks for payment until wreaths are picked up.
- Orders are to be picked up at Jennifer and Henry Urbina's house on Saturday November 20 from Noon – 5:00 PM. Wreaths, pinecones and bows will be given out in bulk – each family is responsible for final assembly of the wreath by adding the pinecones and bows (a simple task) before final delivery to your customers.