



30% Option – Returns Allowed

CBFF-30

IGNATIUS PRESS CATHOLIC BOOK AND FILM FAIR Fundraiser Agreement

_____ agrees to purchase, display and resell Ignatius Press products for fundraising purposes. We also agree that we will have no other non-Ignatius Press products available for sale during this event.

Our Fair will start on _____ (date) and end by _____ (date). {End date must be within six weeks of start date. All sales orders and any materials to be returned should be mailed or shipped back to Ignatius Press by the end date.}

We estimate we will need _____ catalogs (please see guidelines for estimating). Please send _____ posters.

The fundraiser will be held at the following location (promotional materials and merchandise for resale will be sent to this address unless otherwise specified below):

Parish's, School's or Organization's name: _____

Address (no P.O. Box numbers): _____

City: _____ State/Province: _____ Zip: _____

Contact Person: _____ Telephone: _____ E-Mail: _____

PLEASE SHIP PRODUCTS (if different than address above) TO: _____

Address (no P.O. Box numbers): _____

City: _____ State/Province: _____ Zip: _____

PLEASE BILL RESALE PRODUCTS TO: _____

Address: _____

City: _____ State/Province: _____ Zip: _____

Please Note: In states which exempt churches and schools from sales tax, please supply a copy of the sales tax exemption certificate. If we do not receive one with your order, we will have to charge sales tax in the following states: CA, CO, MI, ND.

Our parish/school/organization will be responsible for the following:

- A suitable location to display the Ignatius Press materials (we recommend at least four eight-foot rectangular tables)
- Enough volunteers to handle sales (we recommend a minimum of four for each time slot)
- Collecting and paying sales tax for our state, if applicable
- Publicizing the event
- Shipping costs to return any unsold merchandise
- Sending one check payable to Ignatius Press for merchandise purchased. We understand that our school will achieve a profit of 30% of the sales of these items (20% for *Faith and Life* and *Image of God* sales; no profit for the Didache books) based on Ignatius Press' standard retail prices as well as a similar profit on materials sold from the catalogs, returning unsold materials for credit and paying Ignatius Press 70% of the retail price (80% for *Faith and Life* and *Image of God* series; full price for the Didache books) of all items sold.
- Sorting products received and distributing orders to customers.
- Closing out the Ignatius Press Catholic Book & Film Fair by placing all orders, returning any unsold products for credit, and making final payment for merchandise sold within six (6) weeks from the start date of our event.

Signature of Pastor, Principal, DRE, Staff, President

Date

Printed Name, Title

Please sign and return this agreement as soon as possible by fax to: 1-800-278-3566