

## **WOLF'S PREMIUM GOURMET NUTS FREE FUNDRAISING INFORMATION**

Need more information regarding your Wolf's Premium Gourmet Nuts Fundraiser? Your organization will receive a Checklist, Organization form and the Wolf's Premium Gourmet Nuts Product Guarantee to help ensure a profitable fundraiser.

Call 1-866-899-6887 for a free fundraising consultation or request more information by mail!

## FUNDRAISING CHECKLIST

Wolf's Premium Gourmet Nuts wants to help organize your fundraiser. Following the guidelines below will help your fundraiser be organized, successful and profitable.

- ▶ Determine your goal. How much do you wish to profit?
- ▶ Believe it or not a spending budget needs to be established. How much can be spent on advertising, incentive prizes and product?
- ▶ Need help with the first two, call us at 1-866-6887. Wolf's Premium Gourmet Nuts Fundraising Consultants will assist you.
- ▶ Decide where your "kick off" meeting and pick-up location will be.
- ▶ Decide what the prizes will be for the top sellers.
- ▶ Set the dates of your fundraiser. There are 3 key dates that need to be established.
  1. When will the "kick-off" meeting be?
  2. How long will the fundraiser last? We suggest 2 weeks from the "kick-off" meeting. Order forms need returned on this date also.
  3. Delivery date. We need 2 weeks from the date you notify us of grand totals to ship.
- ▶ Be sure to inform all group members at least two weeks in advance of the fundraising "kick-off" meeting.
- ▶ One of the most important things to get accomplished is organize a reliable volunteer staff. **You do not want to do it all!!** Be sure each volunteer understands when they are needed and what their responsibilities are.
- ▶ Decide how your campaign will be advertised. Examples are signs, community announcements are sometimes free on the radio, posters, word of mouth etc.
- ▶ You may need the following supplies for a Wolf's Premium Gourmet Nut Fundraiser:
  1. Selling table and chairs
  2. Posters
  3. Order forms and brochures (We provide these)
  4. Grand total sheets to inform you and us on the items ordered and sold.

## HOW TO ORGANIZE YOUR VOLUNTEERS

Through our past experience the items below will help organize the volunteers. The amount of people and times are only estimates. Each campaign may vary depending on size.

- ▶ Design and implement your advertising campaign. This is when posters and flyers are made. (2 people 1 hour)
- ▶ Distribute and display posters and flyers. (2 people 1 hour)
- ▶ Have your “kick off” meeting. (3 people 1 hour)
- ▶ Collect completed order forms, balance money, deposit money and complete grand total sheet.  
(2 people 2 hours)
- ▶ Check in delivery. Be sure what was delivered matches your compilations.  
(1 person no more than ½ hour)
- ▶ This is the most important part to get organized, distribution of delivery. Each order needs separated by seller. Include prizes with order also.  
(5 people 2 hours)

## **WOLF'S PREMIUM GOURMET NUTS GUARANTEE**

We guarantee our product to be the freshest, most flavorful roasted nuts available. If for any reason, you are not satisfied with the quality or freshness you are entitled to a full refund