

**Heavenly Tea Inc.**  
**Fundraiser Written Agreement**

I \_\_\_\_\_, a representative of \_\_\_\_\_ (Organization Name)

understands and promises to adhere to the following:

1. I understand that once this agreement is signed by our school/organization and Heavenly Tea **at least** 3 weeks before the fundraiser start date, our organization has **3 days** to cancel. If the agreement is signed 2 weeks or less before the fundraiser is scheduled to start, the agreement goes into effect immediately.
2. I understand that if our organization cancels anytime **AFTER** Heavenly Tea mails out the fundraiser packets to us, our school/organization, in good faith agrees to pay a **\$1.50 per fundraiser packet requested** cancellation fee.
3. I understand that if there are any changes such as fundraiser dates or number of participants, I am to notify my Heavenly Tea representative (Rep) immediately so he or she can plan accordingly.
4. I understand that the target sales goal is **3 items sold per participant** (per requested packet, per fundraiser) or the equivalent of which will eliminate the **\$1.50 per fundraiser packet requested** processing fee.
5. I understand that Heavenly Tea promises to give my school/organization excellent customer service, great products, and a wonderful fundraiser!

Start Date of Fundraiser \_\_\_\_\_ End Date of Fundraiser \_\_\_\_\_

Organization Rep's name (print) \_\_\_\_\_

Organization Rep's signature \_\_\_\_\_ Date \_\_\_\_\_

Heavenly Tea Rep's name (print) \_\_\_\_\_

Heavenly Tea Rep's signature \_\_\_\_\_ Date \_\_\_\_\_

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