



Need some ideas to make your fundraiser successful?

- 1. **Set clear goals.** We've seen that groups with defined goals have much more successful sales!
- 2. Communicate your goals to students and/or parents.

You'll receive an email a week prior to the start of your fundraiser. It will have some helpful attachments you can print & hand out to parents & students:

Parent Letter. Print & send home with forms to let parents know details about the fundraiser.

Top Ten List & Who Can I Sell To? Print this double-sided handout for students to help reach goals.

- Your order forms & posters will be sent soon.
- Put up posters to remind everyone of the delivery date & date for turning in forms.
- Post about the fundraiser on your website or Facebook page. (instructions on next page)
- Encourage students AND parents to use social media to help them sell! (instructions on next page)
- Put up a Goal Thermometer to keep everyone updated on the success & generate excitement.
- 3. **Offer No-cost Incentives.** What will appeal to your group? For younger children, offer "Teacher for a Day" or extra recess time. All students (no matter their age) will love a Homework Pass!
- 4. **Start and end your fundraiser on time.** If possible, hand out the order forms in time to give participants an extra weekend to sell. Stress to them how important it is for everyone to take part & make sure they know WHY they're fundraising. Remind them to turn in their orders & money collected by the <u>Turn in Date</u> on their forms.
- 5. **Submit your orders on time.** You'll receive an email with a link to your online ordering link about halfway through the sale. Enter & submit your totals as soon as your sale is ended so that your order can be placed in time to keep your original delivery date.
- 6. **Be prepared for delivery day.** Keep track of the order forms & have them on-site on delivery day. You'll receive a Delivery Confirmation email 2-3 days beforehand. You'll need to verify the details & provide us with some information so our drivers know where to park & unload. Having order forms in alphabetical order will help speed up the delivery process. If your check has not been mailed in advance, please have it ready at delivery.
- 7. **Post to social media.** Don't forget to post to your group's Facebook Page, and encourage sellers (and/or parents) to post to their pages. See sample posts on next page.

Be sure to include in your Post:

- 1. Picture of the pastries (from our Facebook page) or a picture of the order form, front & back
- 2. Purpose for the fundraiser
- 3. Goal you're trying to reach
- 4. Flavors available
- 5. Prices of each flavor
- 6. Dates of your sale & delivery
- 7. Your contact Information
- 8. A thank you
- 9. Tag us so we can share your post too! @musiccityfundraising

Example from our page:



Example from one of our schools:

