



PHONE 780-305-6310 EMAIL smayb50@gmail.com VISIT US ONLINE www.potsnpansies.ca

SPRING FUNDRAISING PACKAGE

OUR SPRING FUNDRAISER INCLUDES A VARIETY OF OPTIONS AT ALL PRICE POINTS INCLUDING FLOWERS, TOMATOES, PEPPERS, STRAWBERRIES AND HERBS.

THIS MAKES A GREAT GRAD FUNDRAISER - THE PLANTS PRETTY MUCH SELL THEMSELVES!

Thank you for choosing Pots'n'Pansies for your fundraiser!

Please follow the ordering guidelines below, and if you have any questions call Shelley at 780-305-6310.

SET YOUR PRICE

We charge your organization a low, flat rate for each item, so that you can set your fundraiser price at whatever level you want, and keep the difference as profit.

The suggested retail prices below can be used as a guideline. For your convenience, all of our prices include GST.

YOUR COSTS (2024 SEASON)

- HANGING BASKETS - - - \$25 (Suggested retail - \$35)
- VEGGIE POTS - - - - - \$10 (Suggested retail - \$15)
- 6 PACK HERBS - - - - - \$10 (Suggested retail - \$15)
- 6 PACK PERENNIALS - - \$12 (Suggested retail - \$16-18)
- 6 PACK SUCCULENTS - \$12 (Suggested retail - \$16-18)
- FLOWER GARDENS - - - \$10 (Suggested retail - \$15)
- 16" MIXED FLOWERS - - \$28 (Suggested retail - \$50)

1. SET YOUR DEADLINE

All orders must be submitted to the greenhouse by March 1, please set your deadline early enough to allow yourself time to collect all participant forms, fill in the order summary and place your order.

2. PICK YOUR FULFILLMENT DATE

Orders can be ready on the Friday before the May long weekend, or in the week following the May long weekend. This is the date your order will be ready to pick up from Pots N' Pansies, please call us to confirm your date.

3. FILL IN YOUR FUNDRAISER INFORMATION

On page 3 (Fundraiser Catalog) fill in your fundraiser information, pick-up/delivery information, and the prices you have set.

On page 5 (Customer Order Form) fill in the prices you have set in the "Prices" column, and write in the pick-up/delivery arrangements you have made for your customers at the bottom.

4. DISTRIBUTE THE MATERIALS

- Keep a copy of the Organizer Order Summary (page 2) for yourself.
- Each participant should receive:
 - 1 copy of the Fundraiser Catalog (page 3)
 - 1 copy of the Fundraiser Participant Summary (page 4)
 - Multiple copies of the Customer Order Form (page 5) - 1 form for each customer

5. CONDUCT YOUR FUNDRAISER

Each Fundraiser participant should fill out a customer order form for each customer, and fill in the number of baskets and payment received on the Participant's Summary (1 row per customer). The customer keeps their Customer Order Form as proof of purchase.

6. COLLECT THE ORDER FORMS

As each Fundraiser Participant submits their order form, fill in the Organizer's Order Summary. Keep the Participant Summary Forms for your records (you will need these when you have your customer pick-up/delivery date).

7. SUBMIT YOUR ORDER

Make a copy of your Organizer Summary and submit it, along with your payment due:

IN PERSON - Call Shelley at 780-305-6310 to make arrangements. Payment is due at time of order.

BY EMAIL - You can scan and email your order to smayb50@gmail.com. Payment can be made by e-transfer to smayb50@gmail.com.

ORDERS MUST BE RECEIVED BY MARCH 1.

8. PICK-UP & DELIVERY

Completed baskets will be available for pick-up at Pots 'n' Pansies Greenhouses and Garden Center on your fulfillment date. ***Delivery can be arranged, please contact us for more info.***

ORGANIZATION

CONTACT PERSON _____ PHONE _____

[illegible]

TOTAL A	_____	X \$25.00 =	_____	+
TOTAL B	_____	X \$10.00 =	_____	+
TOTAL C	_____	X \$12.00 =	_____	+
TOTAL D	_____	X \$10.00 =	_____	=
TOTAL E	_____	X \$28.00 =	=====	=
TOTAL AMOUNT DUE				

FULFILLMENT DATE _____

PAYMENT IS DUE IN FULL UPON RECEIPT OF ORDER.

Call Shelley at 780-305-6310 to make arrangements to drop off your order.
Or send by email - smayb50@gmail.com. E-transfers also accepted.

NOTE: THE TOTAL AMOUNT DUE (LEFT) IS THE TOTAL OWING TO POTS N' PANSIES. THE DIFFERENCE BETWEEN THIS AND THE AMOUNT COLLECTED (ABOVE) IS YOUR PROFIT.

FUNDRAISER ORGANIZER: FILL OUT YOUR FUNDRAISER INFO AND SALE PRICES ON THE FORM BELOW. EACH FUNDRAISER PARTICIPANT SHOULD GET ONE COPY OF THIS PAGE.

PLANTS & BASKETS FUNDRAISER CATALOG

ORGANIZATION: _____ WE ARE RAISING MONEY FOR: _____

ORDER DEADLINE: _____ ORDER PICK-UP DATE: _____ PICK-UP LOCATION: _____

HANGING BASKETS

PRICE: _____



MIXED FLOWER

- Sheltered location, full sun to part shade
- Water regularly, do not allow to dry out



TOMATO

- Full sun
- Keep soil moist



STRAWBERRY

- Full sun to part shade
- Water regularly, do not allow to dry out

VEGGIE & HERBS

PRICE: _____



TOMATO POT

- Full sun
- Keep soil moist
- 1 gallon pot



PEPPER POT

- Full sun
- Keep soil moist
- 1 gallon pot



HERB 6 PACK

- Variety of 6 herbs

6 PACKS

PRICE: _____



PERENNIAL PLANTS

- Variety of 6 plants



SUCCULENTS

- Variety of 6 plants

FLOWER GARDENS

PRICE: _____



MIXED FLOWERS

- 3 varieties of flowers selected to grow beautifully together
- Comes in a 1 gallon pot
- Plant into the container of your choice

16" FLOWER POT

PRICE: _____



MIXED FLOWERS

- Large flower pot planted with a mix of beautiful flowers
- Ready to display with no extra work required

CONTAINERS, PLANT VARIETIES AND COLOURS MAY VARY FROM THE IMAGES SHOWN.
SORRY, NO CHOICE OF COLORS.

FUNDRAISER PARTICIPANT'S SUMMARY

NAME
ORGANIZATION[illegible]

FUNDRAISER ORGANIZER: FILL IN YOUR FUNDRAISER PRICES AND PICK-UP/ DELIVERY INFO ON THE FORM BELOW AND MAKE MULTIPLE COPIES FOR EACH FUNDRAISER PARTICIPANT.

COMPLETE ONE FORM FOR EACH CUSTOMER. THE CUSTOMER KEEPS THIS FORM.

CUSTOMER ORDER FORM

SOLD BY _____

PURCHASED BY _____ DATE _____

ITEM	QUANTITY	PRICE	TOTAL
HANGING BASKET - MIXED FLOWERS			
HANGING BASKET - TOMATO			
HANGING BASKET - STRAWBERRY			
VEGGIE POT - TOMATO 1 GALLON			
VEGGIE POT - PEPPER 1 GALLON			
HERBS - 6 PACK			
PERENNIALS - 6 PACK			
SUCCULENTS - 6 PACK			
FLOWER GARDEN - MIXED POT			
16" FLOWER POT - MIXED			
TOTAL			

CARING FOR YOUR BASKETS

When you receive your baskets, keep them damp, not wet. For best performance, we encourage using an all-around fertilizer such as 20-20-20.

PICK-UP/DELIVERY DATE & INFO

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