

# FUNDRAISING PARTICIPATION FORM

## SIGN UP TODAY TO BE PART OF THE CHALK AND PARENT DIRECT FUNDRAISING PROGRAM FOR YOUR SCHOOL OR CENTRE

### STEP-BY-STEP FUNDRAISING

1. An information pack and the Chalk and Parent Direct catalogues will arrive to your School or Centre in early August. The information pack includes step-by-step instructions, a letter that can be copied and distributed to parents, summary forms and reply paid envelopes.
2. Distribute the catalogues with the letter to the parents, encouraging them to have orders back to you by a certain date.
3. Collect all the order forms and payments from each parent and record all details on the summary form. Send the orders back to us using the reply paid envelope. You can send in multiple batches of orders during the campaign.
4. The consolidated Chalk orders and consolidated Parent Direct orders will be delivered separately as they are despatched from separate warehouses. Each parent order will be individually packed and labelled.
5. The School or Centre will receive a voucher equal to 20% of the total value of parent orders place (excluding freight).  
Eg. If the total of the toys purchased by parents equals \$3000 then the school will receive \$600 credit.

### CATALOGUE REQUEST FORM

**Please fill in the catalogue request form below and email enquiries to [sales@teaching.com.au](mailto:sales@teaching.com.au) or fax it back to 1800 151 492.**

Customer Code (if known):

School/Centre Name:

Address:

State:

Postcode:

School/Centre Telephone:

Contact Name:

Contact Telephone (If different from above):

Email:

Fax Number:

### PLEASE TICK HOW MANY OF EACH OF THE CHALK AND PARENT DIRECT CATALOGUES YOU WOULD LIKE?

50 of each Chalk and Parent Direct

100 of each Chalk and Parent Direct

Catalogues come in boxes of 50 and cannot be split. The Chalk and Parent Direct programs are designed to be run together to maximise your fundraising potential. Due to our streamlined distribution process we cannot send out one version without the other, thank you for your understanding.

**EMAIL ENQUIRIES TO [sales@teaching.com.au](mailto:sales@teaching.com.au)**

**FAX 1800 151 492 TO REQUEST BOTH CATALOGUES TODAY**