

Integrity Fundraisers Overview

HOW OUR FUNDRAISER WORKS



1. DATA GATHERING:

- Start Date and End Date
- What are you raising money for?
- Money Goal:
- Number of Students:
- Number of Teachers:
- Checks Payable to:
- Books per Seller (recommend 5 or more):

WHAT WE NEED FROM YOU:

LIST OF STUDENTS (first name, last initial) by grade and classroom in an excel file for our automated sales log sheet and place labels on the money envelopes for easier recording

NAME OF SALES RECORDER will enter amount raised for each student on the sales log sheet and deposit money into PTA/PTO account.



NAME OF RESUPPLY PERSON & WHERE THE BOOKS WILL BE HANDED OUT

- **RESUPPLY BEST OPTION:** Someone at school supplies extra packs – office, teacher(s), para, PTA (PTO) Table 3 to 5 times a week. This option will give you the greatest number of sales. Use this sheet to check out more books.

EXTRA COUPON BOOK CHECK OUT SHEET

STUDENT	GRADE	TEACHER	# COUPON BOOKS	RETURNED	ENTERED
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____

- **RESUPPLY GOOD OPTION:** Give 1 Coupon Book and Order form (coupon book order form sales will be sent by Integrity to the customer with free delivery)
- **RESUPPLY BETTER OPTION:** Give 5 Books with an order form – sell the 5 and then use the order form for additional sales (order form sales will be sent by Integrity to the customer)

Seller's Name: _____ Seller's Phone: _____ RETURN ORDER BY: _____
 Teacher / Team: _____ Address (Check/Payable To): _____

INTEGRITY ORDER FORM - PLEASE PRINT CLEARLY WE WILL SHIP DIRECTLY TO THE CUSTOMER					
MUST PAY FOR PRODUCT WHEN ORDERING!			Fill Out 3 Lines For Each Customer You Sell To!		
Customer Name	Address / City / State / Zip / Phone Number	Quantity	Payment Method	Price	Order #
Jane1 Jones	101 Maple Street, Grand Forks, ND 58201 / 555-1212	3	Cash	\$60	
Bob Smith	315 24th Ave N, Moorhead, MN 56540 / 555-5050	1	Check	\$20	

3 - TAKE ORDERS HERE!

2. PREPARING & PROCESSING: We prepare custom pre-sales letters to send home, custom videos, sales log sheet, and pre-made student packs: includes a money envelope with student name on it, instruction sheet, prize program and # of books in a Ziplock bag.

3. STARTING & MOTIVATING: Free delivery of pre-made packs by classroom or team, presentation of fundraiser usually by video, launch of fundraiser through creative marketing strategies including texting, email and announcements.

4. SHOW & TELL:

- **Direct sell:** show the coupon books, collect money, and pass out right away.
- **Order Form:** show the product(s), fill out order form, collect money, and deliver products.
- **Online Store:** text, call and send to your custom webpage to friends and family who get their purchases shipped directly to them.

5. RESUPPLY & RECORD: Students who need more product to sell or catalogs can get them. Collect money and sign out additional packs of coupon books or hand out additional catalogs. Record sales on Google docs sales log sheet.

6. WRAP UP & HAND OUT PRIZES: Collect unsold books and money envelopes. About 10 days after the fundraiser is done, we will send out the prizes sorted by students and classroom to be handed out. Catalog orders will be delivered to the school to be picked up by parents and dropped off to customers. We send you an invoice minus the online sales.

Teacher Instructions / Pre-sale flyer



Teacher

INSTRUCTIONS

Step 1: hand out a coupon book pack to each student - see names on envelopes

If there isn't a pack for a student?

- Go to the office and get a pack for them.
- Write their name, teacher and grade on envelope

Step 2: watch video


- Look in your email for the video link
- Watch video with students
- Answer any questions they may have
- Demonstrate how to sell
 - Hand coupon book to person
 - Show & mention 100% Free Yellow Coupons
 - Only \$20 and includes mobile coupons
 - Ask if they would like to get 1 or 2 books
 - Collect money put into envelope
 - Say thank you

Step 3: Enjoy your Free Coupon Book

- See back page to sign up for mobile coupons

Additional

- See Student's Instructions for Fundraising details.
- Please hand out a pack to each student - let them take it home & return it
- There is no charge for missing books - just need to try & get them back
- Questions? Scooter: 702-885-5293 or scooter@integrityfundraisers.com



PLEASE JOIN US FOR A

Coupon Book

FUNDRAISER


COMING SOON






HOW IT WORKS:

- Coupon Books include mobile coupons on your phone.
- Over \$1500 value. 100% FREE products and services are highlighted in yellow.
- Online store has over 350 unique products that you may want to purchase
- Each family is encouraged to sell 5 Coupon Books.
- You can pre-sell to family & friends online at www.ultimatefundraise.com or QR Code



Student Instruction Sheet



INSTRUCTIONS

Coupon Book

FUNDRAISER

Step 1: GOAL
make a **Goal** for the prize(s) you want to get

Step 2: SHARE
Share your fundraiser with family & friends

Step 3: ASK
Ask if they want to get 1 or 2 books
coupon books are \$20 each
includes mobile coupons


Step 4: collect money
then give coupon book(s)

Step 5: say

Fundraiser Details

- Fundraiser Ends **Month and Day**
- Need more books to sell? **Office / Morning PTA Table (M/W/F) / All Teachers / One Teacher / Para or Staff Member**
- Why are we raising money? **We need to raise money for...**
- What is our goal? **\$**
- How many do you want us to sell? **We would like each family to sell a minimum of 5 coupon Books to reach our goal.**
- How to pay? **Cash or checks payable to ...**
- When do the prizes come in? **prizes are delivered About 10 to 14 days after the fundraiser is done**
- Can we order online? **Yes, and it will get delivered to your Customer's house. Go to (Your school website here) or use the QR code**

Over 350 products on the website including many food items, personalized laser engraved water bottles, bath and body products and so much more.



EXTRA COUPON BOOK CHECK OUT SHEET

STUDENT	GRADE	TEACHER	# COUPON BOOKS	RETURNED	ENTERED
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____

Our automated Google Docs platform keeps track of all your student sales. Integrity will record online sales and your organization records the in-person sales of the coupon books.

- | Coupon Book Sales - Earn \$10 Per Book for In-person Sales | | | | | | | Total Profit for Organization | | |
|--|------------|------------------|---|-------------------|---------------|-----------------------|-------------------------------|--------|------------|
| School / Team | Total Sold | Amount Collected | Lost Books | Number of Sellers | School Profit | Integrity Share | Amount | | |
| All Book Sales | 710 | \$14,200.00 | 22 | 155 | \$7,100.00 | \$7,100.00 | Coupon Book Profit | | \$7,100.00 |
| | | | | | | | Online Store Profit | | \$373.16 |
| | | | | | | | Total Profit | | \$7,473.16 |
| Online Store Sales - Earn 40% Profit for Online Sales | | | | | | | Record Deposits Here | | |
| School / Team | Total Sold | Total Sales Fund | | | School Profit | Integrity Owes School | DATE | AMOUNT | |
| All Online Sales | 56 | \$932.91 | | | \$373.16 | \$373.16 | 3/25/2021 | | 1360 |
| | | | | | | | 3/29/2021 | | 50 |
| | | | Total Coupon Book Sales (Collected Money) | | | \$7,100.00 | | | |
| | | | Total Online Sales (Online Ordering) | | | \$373.16 | | | |
| | | | Total Owed by Organization | | | \$6,726.84 | | | |
| | | | (If it is a negative number than Integrity Owes the Organization) | | | | | | |
| Video Instructions of Log Sheet: https://goDIinstructions.integrityschools.com | | | | | | | | | |

- | | | | | | | | | |
|------------------|------------------|---|----------------|------------------|--------------|--------------------|----------------------|-------------|
| Total Sales | \$932.81 | Student Online Sales - Earn 40% Profit DO NOT EDIT | | | Total Price | \$1,121.14 | | |
| Total Profit | \$373.18 | Total Items Sold | \$0 | | Shipping | \$29.88 | | Tax \$43.49 |
| List of Students | | Jaeger Heffernan | Zander Schrank | Maddie Fontaine | Brianna Hall | Sophie Johnson | Miles Roggenkamp | St... |
| Student 1 | | | | | | | | |
| Student 2 | Total Price | \$20.00 | \$447.91 | \$21.10 | \$202.97 | \$322.84 | \$106.32 | |
| Student 3 | Shipping | \$0.00 | \$72.85 | \$0.00 | \$20.54 | \$29.86 | \$19.99 | |
| Student 4 | Tax | \$1.50 | \$27.08 | \$1.10 | \$8.43 | \$0.00 | \$6.88 | |
| Student 5 | Total Fund Sales | \$18.50 | \$347.98 | \$20.00 | \$174.00 | \$292.98 | \$79.45 | |
| Student 6 | Profit | \$7.40 | \$139.19 | \$8.00 | \$69.60 | \$117.19 | \$31.78 | |
| Student 7 | # items Sold | 1 | 25 | 1 | 6 | 15 | 6 | |
| Student 8 | | | | | | | | |
| Student 9 | Buyer 1 | Tina Hanson | Cheryl Schrank | Carol Mattingley | Jeanne Hall | Elina Lendobeja | Deborah Howard | |
| Student 10 | Total Price | \$21.50 | 134.04 | 21.1 | 37.75 | 108.32 | 40.32 | |
| Student 11 | Shipping | \$0.00 | 12.4 | 0 | 5.19 | 14.32 | 7.59 | |
| Student 12 | Tax | \$1.50 | 9.08 | 1.1 | 2.56 | 0 | 2.73 | |
| Student 13 | Total Fund Sales | \$20.00 | \$112.00 | \$20.00 | \$30.00 | \$94.00 | \$30.00 | |
| Student 14 | Profit | \$8.00 | \$44.80 | \$8.00 | \$12.00 | \$37.60 | \$12.00 | |
| Student 15 | Items Sold | 1 | 7 | 1 | 1 | 4 | 2 | |
| Student 16 | Product | Coupon book | See note | Coupon book | Water bottle | Set of 2 drinkware | Chocolatiers 10 pack | |

- | Ms. Woinarowicz Integrity Fundraisers Student Tracking Sheet | | | | | | | | | | | | | | | Integrity Use Only | |
|--|---------------|----------------|-----------|-------------|-----------|-------------|------------|-------------|----------|------|-------------|----------|-------|--------|--------------------|--|
| | Seller's Name | Starting Books | 1st \$ In | Extra Books | 2nd \$ In | Extra Books | Last \$ In | Total Taken | Returned | Lost | Actual Sold | Total \$ | Notes | Online | Total w/online | |
| 1 | Aubree | 5 | \$100 | | | | | 5 | 0 | 0 | 5 | \$100.00 | | | 5 | |
| 2 | Chevy | 5 | \$100 | 5 | \$100 | | | 10 | 0 | 0 | 10 | \$200.00 | | 4 | 14 | |
| 3 | Daphne | 5 | \$20 | | | | | 5 | 4 | 0 | 1 | \$20.00 | | | 1 | |


Money Envelope Record Keeping is the KEY to a Successful Fundraiser

Turning In Money Envelopes – If you can keep track of the money envelopes and especially the returned books per student, then this will be a piece of cake.

Step 1: place the **NUMBER OF BOOKS RETURNED** in the space provided and make sure the student has their name on it. Place in Sponsor Box.

<h1>MONEY ENVELOPE</h1>	
Please place your money for sales in here and fill out completely. Cash and Checks accepted. Make checks payable to: (Your Organization).	
Student / Athlete Name: _____	Grade/Team: _____
Teacher / Coach: _____	
Amount Enclosed: \$ _____	
OFFICE USE ONLY.	
Amount: \$ _____	Notes: _____
Date: _____	Received By: _____
Number of brochures or coupon books returned: 5	

Student John Smith
Teacher Name
Grade
School





Step 2: Take out the money and record it in space provided. Put the date and initial that you received the money. Deposit into your school account. Integrity will invoice you for their share.

Step 3: Enter the information into the Google Docs. Once that is done, place a checkmark on the envelope and place in grade folder in the Sponsor Box in case it is needed in future.

<h1>MONEY ENVELOPE</h1>	
Please place your money for sales in here and fill out completely. Cash and Checks accepted. Make checks payable to: (Your Organization).	
Student / Athlete Name: _____	Grade/Team: _____
Teacher / Coach: _____	
Amount Enclosed: \$ _____	
OFFICE USE ONLY.	
Amount: \$ 60	Notes: _____
Date: 11/1	Received By: SR
Number of brochures or coupon books returned: 2	

Student John Smith
Teacher Name
Grade
School



GETTING THE STUDENTS MOTIVATED WITH A PRIZE PROGRAM – Prizes May Change

Magical Prizes

Get a 25oz Aluminum Water Bottle with your name and school logo.
Sell 7 Books or \$140 in Products.

Look Inside Fidget Pop Toys

TOP SELLER PRIZES
*Must sell a minimum of 25 books to receive a top seller prize.

1/10 Scale RC 4x4 Truck
HD Camera RC Drone
\$100 CASH
8" Kindle Fire Tablet
32" Flatscreen TV
Razor DeltaWing

A SELL 1 ITEM
Earn a MYSTERY KEY CHAIN CHARACTER

B SELL 3 ITEMS
Earn A+B
GLOW-IN-DARK PUTTY

C SELL 5 ITEMS
Earn A+B+C
MYSTERY PRIZE

D SELL 7 ITEMS
Earn A+B+C+D
SCHOOL BRANDED 25OZ WATER BOTTLE WITH YOUR NAME
Random selection

E SELL 10 ITEMS
Earn A+B+C+D+E
LARGE FIDGET POP TOY
Random selection

F SELL 20 ITEMS
Earn A to E + F
MAGIC BALL CUBE PUZZLE

G SELL 25 ITEMS
Earn A to E + G
BLUETOOTH SPORTS AIR BUDS RECHARGEABLE DECK

H SELL 30 ITEMS
Earn A to E + H
RUBIK'S SHAKE IT RACE GAME

I SELL 35 ITEMS
Earn A to E + I
DRONE

J SELL 50 ITEMS
Earn A to E + J
4.3" COLOR HANDHELD GAME CONSOLE 10,000 GAMES PLAYS VIDEO FILES

K SELL 75+ COUPON BOOKS
Earn A to E + K
EARN \$1 PER COUPON BOOK SOLD

Earn Prizes at Each Level

Sell 1 Item or \$20: Earn A
Sell 3 Items or \$60: Earn A + B
Sell 5 Items or \$100: Earn A + B + C
Sell 7 Items or \$140: Earn A + B + C + D
Sell 10 Items or \$200: Earn A + B + C + D + E

Earn A to E PLUS one Better Prize

Sell 20 Item or \$400: Earn A through E plus F
Sell 25 Items or \$500: Earn A through E plus G
Sell 30 Items or \$600: Earn A through E plus H
Sell 35 Items or \$700: Earn A through E plus I
Sell 50 Items or \$1000: Earn A through E plus J
Sell 75+ Coupon Books: Earn A through E plus K

Sell 75+ Coupon Books
Earn A through E PLUS \$1 For Every Coupon Book Sold!

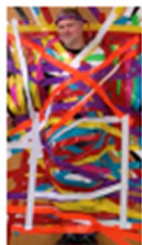
OTHER IDEAS

CLASSROOM Challenge

Any Classroom sells 75 gets Pizza Party (Get \$30 per room)

PIZZA

DUCT TAPE THE PRINCIPAL!



Every student who sells 5 books gets to Duct Tape the Principal to the wall.

Principal Taxi



Any student who sells 5 books could be chosen to get a taxi ride for the day by the principal.

Can have multiple winners throughout fundraiser.

PRINCIPAL FOR A DAY



Top Seller gets to Greet Students, do Morning Announcements, Visit Classrooms, & have lunch with the Principal.

Tricycle Race



Top 5 students gets to relay race teachers on tricycles.



SCHOOL GOAL

Set a school-wide goal and have a Pajama Day, Crazy Dress, Super Hero, Nerd Party, Backwards Day, Anything Goes

Other Ideas to Promote the Fundraiser

1. Personal Assistant - top sellers get to be the Principal's assistant for a day.
2. Animal Plush Hat - If 15 or more students sell 1 in classroom, the teacher wears hat for a day.
3. Movie Assembly - hit the fundraising goal and show a movie, serve popcorn and drinks.
4. Student for a Day - Principal becomes student for a day.
5. Principal is a Mime - Principal is a mime for a day. Dressing the part will create more sales.
6. Faculty Talent Show - set a goal and each teacher has to perform their talent (or lack of) for the school.
7. Movie for Lunch - Add to Pizza Party and get to watch a movie while having lunch.
8. Custodian for the Day - Top selling student from each classroom get to assist custodian for the day.
9. Principal on Roof - Principal has to spend day on the roof of the school.
10. Activity Leader - top seller in each class gets to lead an activity for entire class.
11. Spirit Gear - top selling student in each classroom gets 1 spirit gear item.
12. Water Balloon Fight - top 2 classrooms gets to have a water balloon fight.

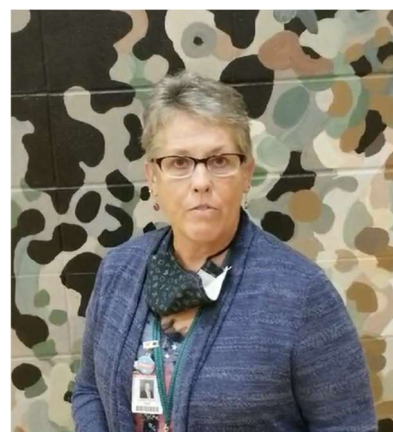
ATTENTION: School Funding is at an all time low - A little bit of Effort goes a Long Way!

IDEAS TO GET THE TEACHERS MOTIVATED

Free Coupon Book for the Teachers given out at the beginning of the fundraiser.

OTHER IDEAS:

- Student sells 20 items – teacher hit with a pie
- Pre-fundraising zoom meeting discussing the fundraiser
- Pizza for all the teachers and Staff
- Laser Engraved Mug with their name on it for hitting their goal as a classroom



HOW TO PROMOTE THE FUNDRAISER

- Link Banner
- Facebook and Other Social Media Ideas

Other ways to Promote:

- Showcase Each student when they sell 5 books on video
- Make announcements
- Show a pre-sales Video before the fundraiser starts
- Promote on Facebook through Banners and Videos



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