



**FUN SERVICES** • P.O. Box 9 • Nokesville, VA 20182  
**DC Area** - Phone: 703-550-9262, Fax 703-550-9265  
**Manassas Area** - Phone: 703-594-3681, Fax 703-594-3623  
**Toll Free** - Phone: 800-447-7386, **website** - www.funservices-va.com

# CUSTOMER AGREEMENT

(Please Fill in Blanks, Sign and Return - Please make copy for your records)

GROUP OR SCHOOL NAME \_\_\_\_\_

TODAY'S DATE \_\_\_\_\_ SALESPERSON **Dori**

RESPONSIBLE ADULT \_\_\_\_\_

SCHOOL  HOME  \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

SHIP OR DELIVER TO ADDRESS \_\_\_\_\_

CITY, STATE, ZIP CODE \_\_\_\_\_

CITY, STATE, ZIP CODE \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

ENROLLMENT \_\_\_\_\_ SCHOOL PHONE \_\_\_\_\_ COUNTY \_\_\_\_\_

CELL PHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_

SHOP HOURS \_\_\_\_\_ DATES OF SHOP \_\_\_\_\_ SIGN-UP BONUS \_\_\_\_\_

CHAIRPERSON'S NAME \_\_\_\_\_ DAYTIME PHONE \_\_\_\_\_

**PLEASE INDICATE TYPE OF SHOP: (CHECK ONE)**

- REGULAR INVENTORY
  - NO INVENTORY
- Please circle desired profit level: 0, 10, 20, 30, 40% Profit

CO-CHAIRPERSON'S NAME \_\_\_\_\_ DAYTIME PHONE \_\_\_\_\_

**WE WILL CALL OUR GIFT SHOP: (CHECK ONE)**

- HOLIDAY GIFT SHOP
- SANTA'S SECRET SHOP

PRINCIPAL'S NAME \_\_\_\_\_ DAYTIME PHONE \_\_\_\_\_

TREASURER'S NAME \_\_\_\_\_ DAYTIME PHONE \_\_\_\_\_

**OFFICE USE ONLY**

Tax Exempt: Yes No State \_

DID YOU RUN A SHOP LAST YEAR? \_\_\_\_\_ WHAT COMPANY? \_\_\_\_\_

## TERMS AND CONDITIONS

**Fun Services agrees** to provide the following: Chairman's manual, parent flyers (bi-lingual flyers available upon request), program posters, door panels, tablecloths, gift bags, computer inventory forms with profit percentage markup amounts, price labels, coin envelopes, final inventory computer print-outs, free re-order service (within 24 hours) and free delivery and pick-up. Normal freight charges apply on late orders under \$100. Account credits/exchange will be provided on all merchandise if we are notified by January 15<sup>th</sup> of the year following your shop.

**Organization/Customer agrees** to: 1.) Make every reasonable effort to encourage participation and to promote the success of the sale. 2.) Inventory all merchandise immediately upon delivery and notify Fun Services of any discrepancies. 3.) **Not use a competitive, commercial fund raising program in conjunction with this program.** 4.) To not mark on or put price stickers on any merchandise boxes. 5.) To provide tables to display merchandise, 5.) To provide volunteers for the shop, 6.) Inventory leftover shop merchandise immediately upon completion of shop. 7.) Phone or fax final inventory totals to Fun Services at least 24 hours prior to shop pick-up. Fun Services will call you back with the final total due. 8.) **Provide full payment of account to Fun Services on day of merchandise pick-up.** Payment is accepted only in cash or a single check from your organization. Checks from individuals who purchase items are not accepted. A 5% late charge will apply to all accounts not paid at time of shop pick-up. A service charge of 18% (1.5% per month) will be added to all past due accounts. All collection costs will be paid by your organization. No returns accepted after 30 days. A \$75 special pick-up charge will apply to all organizations not ready for pick-up on the assigned day. **CANCELLATION POLICY:** There will be a \$100 cancellation charge if cancelled after September 15<sup>th</sup> and before October 28<sup>th</sup>. A \$500 cancellation charge will be due if cancelled after October 28<sup>th</sup>.

**NO OTHER COMMERCIAL PROGRAM MAY BE USED DURING THE HOLIDAY GIFT SHOP/SANTA'S SECRET SHOP WITHOUT FUN SERVICES PERMISSION. TO DO SO WILL VOID THE CONSIGNMENT BENEFIT OF THIS AGREEMENT AND YOUR ORGANIZATION WILL BE BILLED FOR ALL MERCHANDISE, ALL SUPPLIES AND SHIPPING CHARGES.**

By signing this agreement, I attest that the above information is correct and that I have read and understand the terms of this agreement.

CUSTOMER \_\_\_\_\_ DATE \_\_\_\_\_ FUN SERVICES \_\_\_\_\_