

# The LeaderResources Fundraising Program

LeaderResources has a fundraising program featuring Episcopal Church products (other denominational products may be arranged. – call us). This is a simple, effective way to both raise money and raise the visibility of the Episcopal Church. The Episcopal Church caps, belts, key chains, totes, flip flops (and more!) became a subtle form of evangelism while the little bears are adorable gifts for the child in each of us and dog collars are perfect for our “best friends.”

Here’s how it works:

- 1) Order a set of samples so you can see the products and display them in advance of sales.
- 2) Decide whether you will sell the products (which requires you to order and pay for them in advance) or take orders for the products (which allows you to pay for them *after* you’ve collected the money from your customers.
- 3) Schedule and plan a kick-off festival to launch your sales effort.
- 4) Establish the length of your sales campaign (usually 3-4 weeks).
- 5) Start the pre-event drum roll (see our “Fundraising Tips Sheet” for ideas)
- 6) Prepare your sales materials; order product if you plan to sell products directly.
- 7) Train your sales crew!
- 8) Launch your sales campaign.
- 9) Collect your money and deliver product (ordering after the close of the campaign if you chose to go that route).
- 10) Thank your sales crew and customers. CELEBRATE!

## Fundraising Guide and Brochure

We will provide you with order forms and information about how to maximize the success of your sales effort. You will receive the electronic copies of these fundraising materials so you can adapt them to your own situation. You might, for example, want to add your church’s name to the brochure or even on the order forms. This makes the fundraising effort YOURS. It also makes it look professional. You also can download images that you can use in your parish newsletter or to create your own posters, signs, etc. Your youth group, in particular, will probably be better at using these electronic files than anyone else in the church!

## What products are available?

The program currently has the following items which can be ordered in units of six for fundraising purposes (resale use only).

### Episcopal Church Baseball caps:

Great looking, top quality caps in an array of colors bearing the red, white and blue Episcopal shield. They make great gifts for individuals and are perfect for parish service groups, softball teams, golfers, hikers, youth groups and more. Size adjusts with leather strap. Colors: faded green, faded blue and two-tone khaki w/ dark gray bill.

### Journey to Adulthood caps and T-shirts:

The official J2A cap is faded blue with the J2A logo in red. You can also get t-shirts with the J2A logo, the J2A angel or your own design (see last page of this packet). These items are a perfect way for you to spot youth on a field trip or on pilgrimage! These caps and t-shirts can be used for fundraising but they are also available to purchase for personal use only (i.e., for the youth group, as thank you gifts for the leaders, as a “uniform” for J2Aers doing a service project, serving a meal or doing a fundraiser event). The six unit minimum still applies for personal use.

### **The Episco-Bear:**

The Episco-Bear comes with the Episcopal shield and an irresistible lure to hug! About nine inches high in brown with a black vest. Cute and cuddly for confirmations, baptisms, Easter baskets and church friends of all ages. This is a great evangelism gift for newcomers, a pastoral care gift for those in the hospital, a table decoration or a companion for anyone who needs a little comfort.

### **T-shirts**

Heavyweight, pre-shrunk 100% cotton with Episcopal shield (or J2A logo, see above). Also available with the back featuring the "Top 10 Reasons for Being an Episcopalian." Available in adult small to XXL with long or short sleeves and in navy, red and white.

### **Sweatshirts**

Heavyweight, pre-shrunk 90% cotton/10% polyester sweatshirts with embroidered Episcopal shield on the front and an "The Episcopal Church" embroidered on the sleeve above the cuff.

### **Flip-Flops**

A cool gift for family and friends that our customers tell us are walking out of the store faster than they can stock them! The sandal has the Episcopal shield on the blue straps and leaves the Episcopal Shield imprinted in the sand when you walk. A must have for your next beach trip! Available in adult small to XXL.

### **Totebags**

A high quality, durable canvas tote bag with embroidered Episcopal shield on the strap and leather appointments. Medium size (14 x 10 in) is purse-like with fully zippered enclosure. Large size (18 x 11 in.) has an inside zippered pocket.

### **Dog Collars and Leashes**

The Episcopal Church must be going to the dogs because these are our best sellers! These handmade leashes are embroidered with the Episcopal Shield and available in two lengths (4 ft and 6 ft). A companion dog collar fits small to large sized dogs.

### **Checkbook Cover**

Fine craftsmanship in black cloth with Episcopal shield trim keeps your checkbook stylishly under control.

### **Mousepad**

This tasteful royal blue mousepad with the Episcopal Shield proudly displayed is at home in an office at home or at work.

### **Belts**

Choose from a classic and durable embroidered belt with genuine leather fastener (sizes 32 to 42 in) or an infinitely adjustable D-Ring belt available in black or red (sizes small to XL).

### **Keychains and Lanyards**

Well crafted key chains with the Episcopal Shield showing proudly are available in black or red trim. Use the Episcopal Shield Lanyard alone or with matching keychain.

## Prices

The minimum order is six of any item. We recommend that you order “samples” so you can see what they look like and use them to begin generating interest. If your congregation is small (or you are nervous about estimating sale quantities), you may want to sell these items before you order additional items or you can use them for display and just take orders. See the attached information sheet for prices. We will arrange to have the products sent you to, usually within 7-10 days after we receive your order. You can order your product in one of two ways:

	<b>Advantages</b>	<b>Disadvantages</b>
<b>#1</b> Order products before you launch your sales campaign	People are more likely to buy something they can take home with them immediately	You have to come up with the cash to pay for the product (Hint: See if your Vestry/church board will “loan” you the money.)  You either have to guess accurately, re-order if your guess falls short or be left with unsold product (although you can, of course, sell those over time)
<b>#2</b> Take orders and then order the exact number you need after you’ve made your sales	No leftover product and no shortage of product.	Fewer sales as it is easy to say “no” or “later” to placing an order.  You lose the momentum generated by having people who already bought their product walking around and “advertising” your product to potential buyers.

## Returns

Unfortunately, we can’t take returns as it would drive up the cost of this program. To minimize returns, start by ordering the minimum amount you imagine you can sell and sell those on the first week. Order another batch after you see how those sell, but remember to leave 7-10 days for the new product to arrive. If you use that “rolling order” plan you should be able to see when sales begin to drop off. At that point, stop selling product and just take orders. You’ll have the advantage of people seeing others with their caps, bears, etc. – the “late comers” will just have to wait a week or two for theirs. You can, in fact, use this strategy to increase sales. Announce the “last day to order” and maybe, if it’s going well you can extend that once (not more or they won’t believe you!). People tend to buy when the sale is just about to end so you can sell “orders” easier at the end of a sales campaign when you’ve already gotten the benefits of having your customers advertise your product by walking around church with caps, totes, lanyards, etc..

## Damaged and missing items

You must report any damaged or missing items within seven (7) days of receiving your products. We will gladly replace any damaged or missing goods, if it is found to be our error or if items were damaged in shipping. Your satisfaction is important to us!

## Materials

You can register and download the order forms and brochures online. The brochure is in PDF because the WORD file is 40 MGs (*huge*) and therefore not downloadable. The front page of the brochure is blank so you can add information about your church/group and other particulars. If you need the WORD file, let us know and we’ll send you a CD with that file on it.

## Handling the Money

The funds needed by a group should be primarily raised by the participants themselves. We recognize that many of the users of this program will be youth ministry groups raising funds for their pilgrimage, mission project, etc.. Obviously, the youth should do the selling and manage the funds; the youth leaders should oversee the process, providing a valuable “check and balance” on the fund management. This would be a good time to invite the treasurer of the congregation to meet with the group and talk about how you ensure that no question

about possible stealing even comes up. He/she can describe the rules for handling offerings and other funds. . .e.g., two people present when counting money, a different person makes the deposit; two people sign checks or at least one makes out the check and another person signs it, etc. If your church doesn't have such rules, now would be a good time to ask the clergy to talk with the diocese (or your denomination regional administration) about what kinds of rules a congregation and, by extension, groups in the congregation should follow.

We strongly suggest that all money be collected at the time of sale by each participant and all necessary information written on the order form for each individual sale at the time the order is taken. Participants are then responsible for turning in all completed order forms/brochures and money at a designated time and place. Talk about and agree on how you will handle any discrepancies (e.g., the money turned in is less than the total of the orders). Your group should have decided what will happen *before* you start selling. Generally, this will be something like: each person is responsible for the money they collect unless there is some extenuating circumstance (the young person is mugged on the way to church!). This policy makes petty theft much less likely – and, yes, you do have to think about that even with a church group. This is a good time to talk about why you have policies like this – you want to “keep the honest people honest” (i.e., take away any temptation) and avoid even the appearance of impropriety.

### **How to Run a Successful Fundraiser**

Running a fundraiser is a lot like running a business. In both cases you need to set goals, develop a team of committed people, have a product (or service) that people want at a price they will pay and/or for a reason they are willing to support. Just like a business, it is important to start with a plan. You need to know:

- How much money your group needs
- When it needs the money
- What products or services are available
- Which ones best meet the needs of your target audience (or which ones are your customers most likely to buy)
- What profit will you make per sale (including all costs and incidental expenses)
- How many you will have to sell and how likely it is that you can sell that number

Once you have answered these questions, you can build a calendar of events and develop your “sales and marketing strategy.” Although fundraising relies on volunteers while businesses use employees, both require motivation, commitment and skill to be successful.

Leaders of a fundraising effort must be effective cheerleaders. Your job is to generate enthusiasm and confidence so your volunteers will go out and sell! You do that in several ways.

- Do your homework so the team can see how much they need to sell (get the youth group to do this research and analysis – that's part of their learning planning skills)
- Have a clear vision of what your group will do with the money and why that is important, exciting and worth working for
- Provide some basic training in how to sell rather than just sending them out with order forms (see the section on *Training*)
- Plan a kick-off event – studies show that having a kick-off event generates as much as *twice* as many sales as trying to do it without such an event.
- Implement a marketing plan that includes materials your sales force can use, order forms, newsletter articles, displays in the hallways, posters, announcements, etc.
- Consider setting up a *friendly* competition (youth vs. adults, men vs. women, etc.), especially if your group tends to be naturally competitive
- Be positive, upbeat and encouraging — consistently and constantly!
- Create opportunities to celebrate interim goals.

The most important characteristic of a fundraising leader is enthusiasm – true enthusiasm, not lukewarm, manufactured enthusiasm. This is especially true when working with youth. Young people can spot a fake in a heartbeat! They often are either tired of selling things because they've done it a lot for their schools, clubs, etc. and/or they are not comfortable selling things. Get the group to talk about how they feel about the idea of selling the items. Encourage them to articulate their anxieties. Ask the group how you can make it fun. Perhaps one or two group members are naturally the “cheerleaders” – help the group identify them and affirm the importance of this role. Some group members might be good at selling, others at keeping the financial records, some at doing the marketing materials and still others at encouraging the whole team. Get the group to help you figure out how to make the fundraiser a good experience. And don't forget to point out that these items have an important contribution to make to the church – they help people feel like they belong, remind people to remember the church and help build loyalty to the church. They might entice someone to ask a member of your church about the Episcopal Shield and thus give them an opportunity to invite them to church. And the bear might be a comfort to a little one, bring cheer to an older person and make a newcomer feel welcome. So, they are doing more than just selling to raise money!

### **When should you do your fundraiser?**

Almost any time is a "good time"! Fall is a good time because people are starting the church year and are ready to “gear up” and participate. You could tie your start-up to the fall “Rally Day” or “Ministry Fair” and encourage everyone to buy a cap or t-shirt for the new “school year.” Getting matching caps (or t-shirts) for your J2A group would be a great way to launch the fall program.

**Winter** is a great time to do a fundraiser because people are prepared to buy gifts plus the spirit of giving makes people more open to helping churches. If it's cold, pull out the sweatshirts (and turn down the thermostat!?!). If your church has a Christmas Fair, you can set up a booth to sell the items there. If you plan to sell to the general public, consider ordering some of the items without the Episcopal shield (or any other denominational logo).

**Spring** is great because people are feeling new life and energy. The bears, in particular, make great Easter gifts; other items a good gifts for graduation, year-end parties, birthdays, etc.

**Summer** is a slower season when people have more time to devote to organizing a fundraiser and selling things. While you will have to extend your time and track down parishioners who are less likely to attend as regularly during the summer, your volunteers are also likely to have extra time to devote to the effort.

When you plan your fundraiser, discuss your plans with others in the church. You do NOT want to compete with another group nor exhaust people by having too many things at the same time. So, schedule your fundraising kick-off event to coincide with a compatible event (like Rally Day) or space it out so it falls at a time when things tend to slow down (Epiphany). If you are raising money for the J2A pilgrimage, you might think about where the concept of pilgrimage might fit in. Look for a theme or connection that helps give visibility – if it makes things more fun, well that's even better! How about kicking off your fall stewardship drive with an all-parish picnic and baseball game – for which everyone needs their own cap!

And don't forget about your diocesan (synod, conference, presbytery) meetings or other gatherings where others in your denomination would be willing to buy these items. If several youth groups want to sell at the same event you can divide up the products or set up a gentle competition. And you can add other things to the mix – food items or coffee/chocolate from the Relief and Development Fund, etc.

### **Get Everyone Involved!**

Higher participation means higher profits....and less work for everyone. Start with this advice from management and leadership author, Stephen Covey: "Without involvement, there is no commitment. Mark it

down, asterisk it, circle it, underline it. No involvement, No commitment." While the commitment of your group is important, you shouldn't forget the commitment of the parents of the children or youth involved. Make sure they understand the goals, the process and their role. In most cases this will be providing transportation and encouragement. Schedule a parent meeting and send out letters to keep parents informed and involved.

Make sure the clergy and other congregation's leaders understand the goals and are committed to the fundraising effort. If you need to obtain approvals, find out what procedures you need to follow and the schedule of meetings where your proposal will be reviewed. In most cases, someone will need to be present to answer questions – make sure that person is well informed. Ask for their help. People are not likely to help unless asked to do so – and that includes clergy and parish leaders. Tell them what you'd like them to do:

- Be the first to buy and wear a cap, t-shirt or other visible item!
- Be enthusiastic and encourage others to buy
- Encourage us when we get discouraged

Don't forget about parish committees and the ministry of the groups in the parish. You might be able to sell several items to help them with their work. For example:

- Research shows that people are most likely to return after visiting a church for the first time if they are visited at home within 48 hours and given a small gift. The Episcopal bear is perfect for this. Wouldn't your evangelism/newcomer's team like to buy 20 bears and visit newcomers to give them a gift and a brief "Welcome, we'd love to see you again next Sunday."
- The bear is a great gift for baptisms of infants and children. Wouldn't your clergy like to buy a year's supply for the church to give to baptismal candidates?
- The men's group serves breakfast at church or the outreach team serves a meal at a soup kitchen. Wouldn't they like caps for each person serving as a cook or waiter this coming year?
- The pastoral care team visits the sick and shut in. Wouldn't they like to take a bear as a gift for those who might need a little cheer?

## Training

Don't just give the order forms to your group and send them out to sell. Always take time to go over the details (order and delivery dates, product info, pricing, etc.) before beginning any fundraiser. Make sure everyone understands everything. Then talk about the following topics:

- **Appearance:** Since first impressions are so important, a neat and clean appearance combined with a polite and sincere attitude is essential. Remind members to put a smile on their face and say "thank you" - whether or not the customer makes a purchase. Their behavior is a reflection of your church or group and should exemplify good character.
- **Approach:** Don't start out with the question, "Would you like to buy...?" Introduce yourself and say what your group is trying accomplish before you introduce your product – especially important if you're not selling to your own congregation (see #1 below). If you're selling to your own congregation you can get a little more assertive (see example #2 below).
  - "Hi, I am (your name) and our (name of group) is trying to raise money for (explain your cause). Would you be able to help us reach our goal by purchasing (product name) today?" "Hi, I am Susan Smith and our youth group is raising money so we can go on a pilgrimage. Would you be able to help us by buying a bear or cap?"
  - Youth next to a display in the hallway where coffee hour is hosted. "Come get your Episcopal cap today! Show pride in your church! Support your youth group! Help us get to Iona.....buy a cap for just \$20 – extra donations welcome!"

Remember, above all: **Ask for the order** (that's called closing the sale). "How many bears can I order for you today, Mrs Smith?" That wording, incidently, is better than "Would you like to buy a cap?" The answer to that question is "yes" or "no." The answer to the "how many" question is likely to be at least "one" but the question itself suggests that you could say "One – oh, no, make that two, I'll give one to

my husband.” And, by the way, if a customer is ordering one cap, always ask for additional sales: “Would you like to order a second one for your husband or maybe a gift for someone you know? How about a couple of bears – they make great gifts for children!”

- **Explain your group’s purpose:** People respond better when they know how the money is going to be used. You may discover that if you’re selling a \$20 cap and a \$40 sweatshirt, a bit of explaining is in order. This is not just direct value for money – part of the value is that they are helping send youth on a spiritual pilgrimage (or raising money for Church School or an outreach project, etc.). When you sell higher priced products, be sure that members are prepared to explain your group’s purpose and how the customer’s purchase will contribute to it.
- **Follow-through:** Make sure you deliver what you promise. If you are taking orders (vs. selling product) you will have two contacts with the customer. During the first visit, you take the order and collect the payment; you deliver the product, and say "thank you" on the second visit. Make sure that the second visit happens promptly....do whatever you have to do to make sure the customer gets the product when promised with no excuses accepted. If the person who made the sale can’t deliver, have a “Plan B” in place so someone else is ready to do the delivery and offer the group’s thanks.

**PRACTICE!** Again, don’t just give your group members the forms and send them out. Put them into teams of two and have them practice selling to each other. Then form two teams and first let one team play a variety of customers while the other group tries to sell to them. Then swap roles. Make it fun. Encourage them to play some of the “characters” they know! Tell them to try out some selling strategies that they might be afraid to try in real life. Get them to exaggerate a little (especially those who are shy or not confident). Tell them this is a good time to play out some of the fantasies and fears. Then identify the best selling strategies. Help them figure out what will work for them. Remind them that what works for one person, might not work for another person. Some strategies work best for certain personalities types. Get them to help each other figure out what works best for him/her.

### **Is a "Kick-Off Rally" really necessary?**

It's a proven fact that fundraisers that begin with a live "Kick-Off Rally" (meeting or assembly) often raise up to **twice as much** as those that do not begin their fundraiser with a rally! So, we strongly recommend that you hold a Kick-off Rally or event. It will simply make your fundraiser much more successful than if you don't! By attending a Kick-off rally or meeting, your group will be much more prepared and more motivated. A Kick-Off Rally, run by the group or the group’s leader is the best way to make sure your fundraiser will be a great success!

It's easy to think that your fundraiser can be started without an enthusiastic Kick-Off Rally. You've all done fundraisers before, right? You never needed them before and your group did fine. The problem is that this will hurt your fundraiser’s success and you will miss a chance to energize and support your group.

Think about it: Why does a coach call his players together for a pre-game talk before a big professional game? Most of these players have been playing since grade school and they are highly paid professionals who probably have been practicing together for months. Yet the coach still does a pre-game pep-rally. Why? Because it works! All good leaders know the importance of speaking directly to their team telling them what they want them to do and challenging them to rise to the occasion. The leader must also talk about the importance of what they are about to do. To do this correctly, it needs to be done in person. If done by any other means, it simply won't have the same impact and sense of importance as will if it is done in person. In the case of raising money for a J2A pilgrimage or outreach project, it also provides you with an opportunity to hold up the vision of why you are doing this fundraiser, to ask for God’s blessing and to thank God for this means of achieving your goal.

## FUNDRAISING ITEMS FOR SALE FROM LEADERRESOURCES

### What you can order:

Item	Size/color Options	Buy it for:	Sell it for:
Episco-Bear		\$6	\$12
Plain back* Long-sleeved T-shirt	S,M, L, XL, XXL (+\$2/4) in red, navy or white	\$10	\$20
Plain back Short-sleeved T-shirt	S, M, L, XL, XXL (+\$2/4) in red, navy or white	\$9	\$18
Top 10 back Long-sleeved T-shirt	S, M, L, XL, XXL (+\$2/4) in red, navy or white	\$11	\$22
Top 10 back Short-sleeved T-shirt	S, M, L, XL, XXL (+\$2/4) in red, navy or white	\$10	\$20
Sweatshirt	S, M, L, XL adult in red or navy	\$20	\$40
Episcopal Shield Cap	Faded green, faded blue, faded khaki/gray	\$10	\$20
J2A Logo Cap	Faded blue with red logo	\$10	\$20
Totebags	Large (18 x 11 in) inside zippered pocket	\$17.50	\$35
Mousepad		\$4	\$8
Flip-Flops	Adult S, M, L, XL, XXL	\$10	\$20
Checkbook cover		\$10	\$18
Dog Collars		\$7.50	\$15
Dog Leashes	Four foot length	\$8.50	\$17
Dog Leashes	Six foot length	\$9.50	\$19
Belt	Classic with leather fastener 32" to 42"	\$17.50	\$35
D-Ring Belt	Black or Red Sizes S, M, L, XL	\$11	\$22
Key Chain		\$3.50	\$7
Lanyard		\$5.50	\$11

\* T-shirt prices are the same for Episcopal or J2A logo or custom shirts

**NOTE: Prices subject to change.**  
**Make sure you have current prices before you begin your campaign!**  
**Check the website to download the latest forms.**

### How to order after getting order:

- ❖ Buy samples (minimum six of each item) so you'll have something to show people when you take orders. You don't *have to* buy them, but it helps you sell the product.
- ❖ Take orders (using the customer order form in this packet) for any combination of items in the table above (minimum order: six of any item).
- ❖ When you have the minimum quantity of an item ordered, go online and enter your order.
- ❖ Allow 7-10 days for delivery; longer for custom orders.
- ❖ Start over!

**If you'd prefer to sell stock:**

Use the form attached to order stock. Minimum quantity of six of any item required. If you choose this option, be aware that the stock cannot be returned.

## Planning Guide

This is designed to help you set goals and project your profit from various items.  
Use the order form below to order your items.

A Item	B How many items?	C Cost of each	D Your cost <b>B x C</b>	E Selling price (or set your own price)	F Your total sales <b>B x E</b>	G Your profit <b>F - D</b>
Episco-Bear		\$6		\$12		
Plain back Long-sleeved T-shirt		\$10		\$20		
Plain back Short-sleeved T-shirt		\$9		\$18		
Top 10 back Long-sleeved T-shirt		\$11		\$22		
Top 10 back Short-sleeved T-shirt		\$10		\$20		
XXL extra charge		\$2		\$4		
Sweatshirt		\$20		\$40		
Episcopal Shield Cap		\$10		\$20		
J2A Logo Cap		\$10		\$20		
Totebags		\$17.50		\$35		
Mousepad		\$4		\$8		
Flip-Flops		\$10		\$20		
Checkbook cover		\$9		\$18		
Dog Collars		\$7.50		\$15		
Dog Leashes		\$8.50		\$17		
Dog Leashes		\$9.50		\$19		
Belt		\$17.50		\$35		
D-Ring Belt		\$11		\$22		
Key Chain		\$3.50		\$7		
Lanyard		\$5.50		\$11		
<b>TOTAL</b>						
Costs: Shipping Marketing Food for team Other						
<b>Total PROFIT</b>						

We will invoice you for the total of Column D (your cost) plus shipping (\$5 minimum).

If you want a custom product (your church name added, the shield omitted, a different denomination logo), please describe what you want and we will call you with pricing information and availability.

**NOTE: Prices subject to change.**  
**Make sure you have current prices before you begin your campaign!**  
**Check the website to download the latest forms.**

# LeaderResources Fundraising Program Registration Form

Products are available only to churches and church related groups.  
All orders are in half-dozen units (six items) with a minimum order of six of each item required.

Name of the Church \_\_\_\_\_

Church Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Contact person \_\_\_\_\_

Phone(s) \_\_\_\_\_

E-mail address \_\_\_\_\_

### Purpose of this Fundraiser:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> J2A Pilgrimage   | <input type="checkbox"/> Youth Ministry      | <input type="checkbox"/> Outreach/mission project |
| <input type="checkbox"/> Urban Adventure  | <input type="checkbox"/> Sunday School       | <input type="checkbox"/> Choir                    |
| <input type="checkbox"/> Capital campaign | <input type="checkbox"/> Special event _____ |   |
| <input type="checkbox"/> Other _____      |  |   |

**Start-up Date:** \_\_\_\_\_

Please register at least four weeks prior to event for us to send materials.

**Tentative Fundraising Goal:** \_\_\_\_\_

Total *profit* you expect to make, not the total sales or cost of items.

### Expected length of Fundraiser:

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_

Start date

End date

**Anticipated number of participants:** \_\_\_\_\_

Number of group members who will be selling

**We plan to:**  acquire and then sell products  take orders first and then acquire and deliver the products

**Anything else you want us to know:**

We have read and accept the terms of the LeaderResources Fundraising Program.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Contact person

**GROUP ORDER FORM FOR FUNDRAISING ITEMS FROM LEADER RESOURCES:**

Contact Name \_\_\_\_\_ Church Name \_\_\_\_\_

Church Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Church Phone Number \_\_\_\_\_

Contact Phone Number (if different) \_\_\_\_\_

Contact Email Address \_\_\_\_\_

We would like to order the following. We understand that items can not be returned. Please send:

Indicate quantity next to item; **note** that the minimum quantity you may order of each item is **six** -- this does *not* mean six of each size in the t-shirt, just six short or six long sleeved t-shirts.

**Episcopal Bear (\$6.00)** \_\_\_\_\_

**Plain back Episcopal Shield T-shirt, Short Sleeved (\$9.00)**

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$2)	XXL Navy _____ (+\$2)	XXL White _____ (+\$2)

**Plain back Episcopal Shield T-shirt, Long Sleeved (\$10.00)**

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$2)	XXL Navy _____ (+\$2)	XXL White _____ (+\$2)

**Top 10 back Episcopal Shield T-shirt, Short Sleeved (\$10.00)**

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$2)	XXL Navy _____ (+\$2)	XXL White _____ (+\$2)

**Top 10 back Episcopal Shield T-shirt, Long Sleeved (\$11.00)**

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$2)	XXL Navy _____ (+\$2)	XXL White _____ (+\$2)

**Episcopal Shield Cap (\$10.00)**

Green _____	Blue (denim) _____
Khaki and Gray (bill is Gray) _____	

(J2A Logo Caps and shirts are on a separate sheet below)

**Totebags** \_\_\_\_\_ Large (18 x 11 in) inside zippered pocket (\$17.50)

**Flip-Flops (\$10)**

Adult small \_\_\_\_\_

Adult medium \_\_\_\_\_

Adult large \_\_\_\_\_

Adult X-large \_\_\_\_\_

Adult XX-large \_\_\_\_\_

**Checkbook cover (\$9)** \_\_\_\_\_

**Mouse Pad (\$4)** \_\_\_\_\_

**Dog Collars (\$7.50)** \_\_\_\_\_

**Dog Leashes**

Four foot length (\$8.50) \_\_\_\_\_

Six foot length (\$9.50) \_\_\_\_\_

**Belt**

Classic with leather fastener (\$17.50)

32" \_\_\_\_\_

34" \_\_\_\_\_

36" \_\_\_\_\_

38" \_\_\_\_\_

40" \_\_\_\_\_

42" \_\_\_\_\_

D-Ring Belt (\$11)

Red Small \_\_\_\_\_

Red Medium \_\_\_\_\_

Red Large \_\_\_\_\_

Red X-large \_\_\_\_\_

Black Small \_\_\_\_\_

Black Medium \_\_\_\_\_

Black Large \_\_\_\_\_

Black X-large \_\_\_\_\_

**Key Chain (\$3.50)** \_\_\_\_\_

**Lanyard (\$5.50)** \_\_\_\_\_

**Fill out this form online and select "bill church" (please do NOT pay by credit card) OR  
Send this form with payment for items ordered. Make checks payable to LeaderResources.**

**A shipping and handling charge will be added after the order is fulfilled  
and the actual shipping and handling cost is known; it will be billed to you later.**

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**Fax orders to:** 301-652-3335

**Email:** [staff@leaderresources.org](mailto:staff@leaderresources.org) or **Call** 800-941-2218 if you have questions.

**CUSTOMER ORDER FORM**

**Name of Customer** \_\_\_\_\_

**Address** \_\_\_\_\_

**City, State, Zip Code** \_\_\_\_\_

**Phone Number(s)** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Order-taker's Name** \_\_\_\_\_

I/We would like to order the following items. Indicate quantity next to item.

**Episcopal Bear (\$12.00)** \_\_\_\_\_

**Plain back Episcopal Shield T-shirt, Short Sleeved (\$18.00)**

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$4)	XXL Navy _____ (+\$4)	XXL White _____ (+\$4)

**Plain back Episcopal Shield T-shirt, Long Sleeved (\$20.00)**

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$4)	XXL Navy _____ (+\$4)	XXL White _____ (+\$4)

**Top 10 back Episcopal Shield T-shirt, Short Sleeved (\$20.00)**

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$4)	XXL Navy _____ (+\$4)	XXL White _____ (+\$4)

**Top 10 back Episcopal Shield T-shirt, Long Sleeved (\$22.00)**

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$4)	XXL Navy _____ (+\$4)	XXL White _____ (+\$4)

**Episcopal Shield Cap (\$20.00)**

Green \_\_\_\_\_ Blue (denim) \_\_\_\_\_  
Khaki and Gray (bill is Gray) \_\_\_\_\_

**J2A Logo Cap (\$20.00)**

Faded blue with red logo \_\_\_\_\_

**Totebags** \_\_\_\_\_ Large (18 x 11 in) inside zippered pocket (\$35)

**Customer Name** \_\_\_\_\_

**Flip-Flops (\$20)**

Adult small \_\_\_\_\_

Adult medium \_\_\_\_\_

Adult large \_\_\_\_\_

Adult X-large \_\_\_\_\_

Adult XX-large \_\_\_\_\_

**Checkbook cover (\$18)** \_\_\_\_\_

**Mouse Pad (\$8)** \_\_\_\_\_

**Dog Collars (\$15)** \_\_\_\_\_

**Dog Leashes**

Four foot length (\$17) \_\_\_\_\_

Six foot length (\$19) \_\_\_\_\_

**Belt**

Classic with leather fastener (\$35)

32" \_\_\_\_\_

34" \_\_\_\_\_

36" \_\_\_\_\_

38" \_\_\_\_\_

40" \_\_\_\_\_

42" \_\_\_\_\_

D-Ring Belt (\$22)

Red Small \_\_\_\_\_

Red Medium \_\_\_\_\_

Red Large \_\_\_\_\_

Red X-large \_\_\_\_\_

Black Small \_\_\_\_\_

Black Medium \_\_\_\_\_

Black Large \_\_\_\_\_

Black X-large \_\_\_\_\_

**Key Chain (\$7)** \_\_\_\_\_

**Lanyard (\$11)** \_\_\_\_\_

**NOTES:**

[Delivery commitments, directions to house if home delivered, anything that needs follow-up action, etc.]

## J2A ITEMS

Get an official J2A logo cap for each young person in your group. We've seen groups of youth showing up at church services with their caps. While it might not be the best etiquette, it made a lot of the church's members aware of the presence of youth and pleasantly surprised by how many of them were there!

J2A t-shirts are another great way to help a group bond – and they are especially helpful for Pilgrimage, Orienteering Adventure (Urban or Rural), YAC mission projects or any time your group is traveling. Bright colors (e.g., RED) make it easy to spot a member of your group in an airport or city street. Order from the list below or design your own!

**J2A Logo Cap** (\$10.00) \_\_\_\_\_

**Plain back J2A Logo T-shirt, Short Sleeved** (\$9.00)

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$2)	XXL Navy _____ (+\$2)	XXL White _____ (+\$2)

**Plain back J2A Logo T-shirt, Long Sleeved** (\$10.00)

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$2)	XXL Navy _____ (+\$2)	XXL White _____ (+\$2)

**Top 10 back J2A Logo T-shirt, Short Sleeved** (\$10.00)

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$2)	XXL Navy _____ (+\$2)	XXL White _____ (+\$2)

**Top 10 back J2A Logo T-shirt, Long Sleeved** (\$11.00)

SM Red _____	SM Navy _____	SM White _____
M Red _____	M Navy _____	M White _____
L Red _____	L Navy _____	L White _____
XL Red _____	XL Navy _____	XL White _____
XXL Red _____ (+\$2)	XXL Navy _____ (+\$2)	XXL White _____ (+\$2)

**Design Your Own T-Shirt!**

You can design your own T-shirt in a wide range of colors and with your own logo, the J2A angel in black or in color, backs with 10 Top Reasons to be a J2Aer (or anything else you can think of). Tell us what you want and we'll do our best to get it for you. Prices are as above.

**Send this form with payment for items ordered. Make checks payable to LeaderResources. A shipping and handling charge will be added after the order is filled and billed to you later.**

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