



Distribution division of FAVORITE RECIPES PRESS™

2451 Atrium Way

Nashville, TN 37214

Office: 800-269-6839 Fax: 615-391-2815

customerservice@SWPublishingGroup.com

www.cookbookmarketplace.com

FUNDRAISER PROGRAM

Greetings and thank you for your interest in our fundraising programs!

Enclosed you will find our Full Information Document along with the necessary paperwork to be processed to get you setup under our fund raising program. Once everything is in place, we will notify you so you can prepare to start selling.

SPECIAL NOTE: If your group is a non-profit and has a Tax Exemption Certificate on file, please be sure to include a copy of your certificate with the completed forms that you fax to us. With your tax exemption certificate on file we will not charge your group any sales tax when shipping your order, but you might be required by your state to collect sales tax from the people you sell the books to. This varies from state to state so you'll need to verify with your tax offices.

Also, if you are ordering books to be shipped to your location, you need to cover the shipping charges by adding \$1.50 per book ordered so that those people purchasing the majority of the books are charged appropriately.

We look forward to working with you to help you realize your fund-raising goal. Thank you again for taking the time out of your busy schedule to consider our programs.

HAPPY SELLING!!

FAVORITE RECIPES PRESS™ / THE COOKBOOK MARKETPLACE

(a division of Southwestern Publishing Group, Inc.)

2451 Atrium Way

Nashville, TN 37214

www.cookbookmarketplace.com

Corporate Offices

Customer Service: 800-269-6839

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**FUND RAISING PROGRAM
AGREEMENT**

FUND RAISER PROGRAM with The Cookbook Marketplace dated as of _____,
by and between FAVORITE RECIPES PRESS/The Cookbook Marketplace, a division of Southwestern Publishing Group,
Inc., a Tennessee corporation whose address is 2451 Atrium Way, Nashville, TN 37214 (Distributor), and the following
FundRaiser:

_____ (FundRaiser) / Address Info is as follows:

Mailing Address: _____

City, St, Zip: _____

Authorized Contact Name: _____ Position: _____

Daytime Phone: _____ Email: _____

Authorizing Signature of Contact: _____

Distributor and FundRaiser agree to work together on a Fund Raising Program using the products available through the
Distributor to raise money for the FundRaiser.

FUNDRAISING SALES PROGRAM (please complete 2nd page CONTACT INFORMATION also)

The current catalog can be downloaded to be used to sell the products, or simply direct your consumers to our website for
them to review books for ordering purposes: www.cookbookmarketplace.com. The Download Function can be found at
this address as well.

The Distributor will sell products to the FundRaiser at a 40% discount off the retail price. Distributor will also sell advance
display copies for presale efforts at 40% discount. Display copies can then be used to fulfill orders. All products are non-
returnable. Payment for products and display copies will be due within 30 days of receipt of invoice which is mailed after
the products have been shipped.

The FundRaiser will compile all Individual Orders into a Master Purchase Order (forms provided) for the Distributor. All
products ordered will be shipped to a single location designated by the FundRaiser. Shipments will be sent FOB
destination. Shipping charges will be added to the invoice for products, which is due within 30 days of receipt. Minimum of
12 units per Master Purchase Order is required. The Distributor will backorder product that is unavailable at the time of
shipment, and send any backorders as soon as inventory becomes available. Payment for backorders and applicable
shipping charges will be due within 30 days of receipt of invoice.

The Distributor is required to collect sales tax and remit it to the FundRaiser's State Revenue Department. If a tax
exemption certificate or resale certificate is obtained from the state tax department and mailed to the Distributor, tax
charges will not be applied to or will be credited from the account.

**PLEASE FAX COMPLETED FORM TO: 615-391-2815.
Allow 5-10 days for setup in our system.**

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**FUND RAISING PROGRAM
CONTACT INFORMATION**

Please complete the following and return this page with your Fund Raiser Program Setup Sheet

PRIMARY CONTACT PERSON (Ordering information and any other follow up required)

Full Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone (____) _____ Email: _____

SHIP TO ADDRESS: (this is the location where books will be shipped – one address only please)

Attention Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone (____) _____ Email: _____

Please use supplied MASTER ORDER FORM to send in orders for shipping. Allow up to 10 days for shipment to arrive.

PLEASE FAX COMPLETED FORM TO: 615-391-2815.

Allow 5-10 days for setup in our system.



FUNDRAISING ACCOUNT
40% DISCOUNT
MINIMUM ORDER 12 BOOKS
TITLES CAN BE MIXED
No Returns
All Sales Final

All Sales Are Final / FOB La Vergne, TN 37086

CREDIT APPLICATION

CBMP 2451 Atrium Way Nashville, TN 37214
 (800) 269-6839 Fax: (615) 391-2815 customerservice@Swpublishinggroup.com

Date:			
Organization: (EXACT legal name)			
Contact Person:			
Contact Phone #:			
Contacts Email Address			
Address:			
City, State, Zip			
Telephone Number:		Fax Number:	
In Business since:		Website	
Type of Business (please circle)	Book	Gift	Gourmet Department Store National Chain Other
Will you be selling from (please circle one):	Your Street Store Your Website Both		
Copy Resale Tax Certificate	Required by Tennessee		
Federal Tax ID#:	OR PROVIDE W-9 FORM		

BUSINESS REFERENCES

Business Name	ACCOUNT NUMBER	All Credit Request are sent via Fax or Email Fax or Email REQUIRED
1.		
2.		
3.		

This application must be signed by a person who has authority to arrange for credit and answer the questions in detail.
 Your signature below affirms that you are authorized to execute this application and that you have read the terms and conditions which are a part of this application. (See 2nd page)

Date	Authorized Signature
	Title

**PLEASE NOTE: You may provide credit sheet, must include
 a Fax number or email address for Credit Reference**

All Sales are Final

The Cookbook Marketplace - FUNDRAISING ACCOUNT SETUP

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ORDER INFORMATION

Order By Email customerservice@Swpublishinggroup.com
Order By Fax 1-615-391-2815
Order By Phone 1-800-269-6839
Order By Mail: 2451 Atrium Way Nashville TN 37214

TERMS

Net 30 days offered with approved credit (contact us for Credit Application Form)
FOB La Vergne TN 37086
Books are shipped via UPS Ground or common carrier unless otherwise requested.

ALL SALES ARE FINAL

All overdue accounts are subject to a monthly finance charge of 1.5%.
Visa, MasterCard, Discover & American Express accepted.

CLAIMS

Shortages/damages must be reported within 15 days of receipt of shipment to receive credit.
All claims must be accompanied by a Return Goods Authorization (RGA#)

Please call 1-800-269-6839 to receive RGA# prior to making a claims return.
Credit cannot be issued without RGA#.

COOKBOOK MARKETPLACE FUND RAISING PROGRAM
2451 Atrium Way, Nashville, TN 37214 800-269-6839 615-391-2815 FAX
Phone: 1-800-269-6839 www.cookbookmarketplace.com

MASTER ORDER FORM - TRADITIONAL SALES FUND RAISING PROGRAM

Use this form to tally the quantities by title to submit to Cookbook Marketplace.

Fax completed form to: 615-391-2815 or email order to: customerservice@SWPublishinggroup.com

***** Minimum 12 units per Master Order to qualify for Fundraising Program 40% Discount *****

BILL TO

SHIP TO

CUSTOMER #

GROUP NAME

BILLING ADDRESS

CITY

STATE

ZIP

PHONE NUMBER

NAME

ADDRESS

ADDRESS

CITY

STATE

ZIP CODE

PHONE NUMBER

FUNDRAISING ORDER FORM

TITLE	ISBN - NO DASHES OR SKU #	Qty	Display Copy?
<i>*Note: DISPLAY COPIES are available at 40% discount for order taking purposes.</i>			

Phone: 1-800-269-6839 www.cookbookmarketplace.com

***** Individual Orders MUST be placed with Master Purchase Order on file with Organization *****

THANK YOU FOR YOUR PARTICIPATION!

[illegible]



***GREAT FUND-RAISERS
BEGIN WITH GREAT COOKBOOKS!***



***RAISE MONEY for your funding needs and
SUPPORT America's Communities, Cookery and Causes at the same time***

 **Favorite Recipes® Press**

800-269-6839

www.cookbookmarketplace.com

Are you tired of the same old fundraising products? Would you like to sell something really unique that everyone loves and that also supports communities across America?

Then why not consider selling COMMUNITY COOKBOOKS, most of which are developed by various nonprofit organizations to help raise money in the communities where they live and serve?

When selling from our line of wide variety of regional cookbooks from all across America, you not only offer a unique product but also help support the causes for the organizations who created the cookbooks.

***It's a Program That Is...
Quick, Easy, a Great Value, and Best of All...
It Is Extremely Profitable!***

The Unique Features of our fund-raising programs are that you will be selling a product at the same retail price that the consumer would normally pay in a retail environment, but you realize 40% of the retail proceeds!

FUNDRAISING SALES PROGRAM
Here's how it works in Seven Easy Steps....

- 1) **ADVERTISE** to your membership and supply individual order forms and direct them to website to review titles.
- 2) **SELL** the cookbooks at full retail price, plus include the cost of shipping and applicable tax.
- 3) **MOTIVATE** sales by offering a fun incentive to your membership.
Offer sample recipe tasting from books being sold – people will buy a cookbook for a single recipe!
- 4) **COLLECT** individual orders and money in advance – no out-of-pocket expense involved.
- 5) **NOTIFY** The Cookbook Marketplace with one master order form for shipment to a single location.
- 6) **PROCESS** the cookbook shipment for individuals to pickup from a central location.
- 7) **REMIT** money to The Cookbook Marketplace within 30 days of receiving your order.

NO RISK ... NO RETURNS and KEEP 40% of the proceeds!

It's just that easy....

**The Cookbook Marketplace
FUNDRAISING PROGRAM – page 3 / 4**

PROVEN TRACK RECORD...

Stevens Creek Elementary, a private elementary school with 700 students in Georgia, raised \$2,918 in profits by selling 500 books to family and friends over a three week period.

TESTIMONIAL...

"This fundraiser worked great for us. The students thoroughly enjoyed it, and as an organizer, I have no complaints whatsoever. The Cookbook Marketplace always responded promptly, and we had absolutely no problems with our shipments. People responded really well to the product, and we plan on doing another one at the request of our students!"

**Cathy Hartman
Gilpin Gallopers 4-H
Black Hawk, Colorado**

YOUR CHECKLIST – THINGS TO DO

- ✓ Contact The Cookbook Marketplace for a full information packet either by phone at 800-269-6839 or download electronic format from www.cookbookmarketplace.com.
- ✓ Once received, return a signed copy of the setup sheets and make order form copies from templates supplied. Please allow 5-10 days for setup in our system.
- ✓ Direct your members to above listed website to either download a copy of our current catalog, or simply use the website itself to review books to be ordered. Advise your members of the FINAL DATE to turn in the individual orders for processing. (Note: tell them NOT to place their orders at the website.)
- ✓ If you would like to have display copies for pre-sale purposes, send a Master Order Form with the section for DISPLAY COPY noted. We offer these at a 40% discount also and can be used to fulfill orders also.
- ✓ Sell each book at full retail, plus tax and shipping. (Collect money from individuals when orders are placed.)
- ✓ Shipping charges should be covered by adding \$1.50 for each book ordered to the individual orders.
- ✓ On the FINAL DATE, collect Individual Order Forms from members and combine onto a single Master Order Form to be faxed to The Cookbook Marketplace at 615-391-2815. (Note: Minimum 12 units.)
- ✓ Advise a single designated location for The Cookbook Marketplace to ship. (It is suggested that this also be the same address from which members and friends should pick up the individual orders.)
- ✓ Allow 10-14 working days for your order to be received at your designated location once order is faxed.
- ✓ Once shipment is received in, work up the individual orders for members to pick up.
- ✓ Remit money to The Cookbook Marketplace within 30 days of receipt of shipment.

Additional Information...

- ♦ An invoice for all products purchased will be issued at time of shipment at a 40% discount off the retail price, plus applicable tax and incurred shipping charges for product. Invoice is mailed separately 2 to 3 weeks after the shipment.
- ♦ All products are non-returnable.
- ♦ Products that are out of stock at the time of the order will be back-ordered and shipped as soon as they are available. Shipping charges on back-ordered products will be charged when those products are actually shipped.
- ♦ Questions concerning the status of your order can be directed to our Customer Service Department at 800-269-6839.

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