



Dear Fundraising Coordinator,

NEW for 2024 we are trialing a Winter Color Plants Fundraiser to help schools, athletic, and other non-profit groups in Western Washington meet their financial needs this year. We are excited to offer colorful seasonal plants that will brighten the patio or front yard of those who support you!

Over the years we've provided countless groups with thousands of locally grown poinsettias, holiday wreaths, and hanging baskets. We understand the challenges involved in a successful fundraising campaign and we're here to provide high quality products that appeal to a broad base of donors.

<b>IMPORTANT DATES FOR Winter 2024</b>
Intent to Participate is due ASAP! Groups selected in order of submittal.
Deadline for submitting Final Order Form: 1/29/2024*
Plant delivery available 2/08/24 to 2/20/24 (excluding 2/14 & Sundays)

\*Plants take time to grow, and we have a set supply. Please submit orders as you receive them as supply may run out as the season progresses.

Interested in participating? Time to get started:

- 2024 Winter Offerings:

	<b>Cost to Group</b>	<b>Suggested Selling Price</b>
Bulb Bowl with Pansies 12"	\$19.50	\$25.00- \$30.00
English Daisy Planter 8"	\$12.00	\$20.00
Primrose Mix Planter 12"	\$14.50	\$20.00-\$25.00
Primrose Mixed Flat	\$20.00	\$30.00

\*\*The suggested selling price is a proposed price based on cost. Your group coordinator can adjust this amount to suit your group's goals and customer base.

-Prices listed are subject to change and do not include sales tax. You will be charged sales tax for your city unless you provide us with a WA State Reseller Permit or proof of Washington State tax exempt status.

- **If you are going to participate in the Winter Fundraiser, please submit your Intent to Participate ASAP upon receipt. Participants are accepted based upon a first received basis. Email your intent form to [info@windmillgarden.com](mailto:info@windmillgarden.com).**
  - Your group will not be held responsible for selling the exact number of items you list. The Intent to Participate lets us know your group is serious about participating and gives us a ballpark estimate on how many planters you'd like to sell.
  - If you have any questions, please contact Suzanne at 253-863-5843 ext. 100.
  - Windmill Gardens gift cards are also available. These are a great option for those who want to choose something specific for themselves (such as our Famous Hanging Baskets in spring) or gift to a loved one.

\*\*\* This fundraiser has limited quantities and can be cut off at any time due to high demand\*\*\*

- **Do not start selling until you have an email confirmation that your group is approved.**

Once you have approval, start selling! Collect orders using our paper sales order template and submit one final paper order (with sales reports submitted weekly). A 3% admin fee will be charged.

- **Deadline for submitting Final Order Form is 1/29/2024**
  - Email your Final Order Form to [info@windmillgarden.com](mailto:info@windmillgarden.com). Please give us a count **weekly** through the campaign, so we have an idea of how your sales are going and can alert you to any sold out items.
- Products will be available for delivery the week of 2/08/24 to 2/20/24
  - Note your requested dates on your final order form. Please wait for us to confirm your delivery date before sharing with your group.
  - All plants are delivered to one drop-off site, or you can schedule a single pickup time & date at our Farm location.
    - **NOTE: Minimum order for delivery is \$500 in sales and the location must be accessible by 26' box truck.**
    - **Plants will not be delivered if we have not received payment in full.**

#### FUNDRAISER TIPS:

- Give each member of your group a quantity goal to sell. Start selling early. Give yourself plenty of time before the deadline. There are a limited number of planters available, so orders are taken on a first come, first served basis.
- PLEASE DO NOT START SELLING UNTIL YOU HAVE AN EMAIL CONFIRMATION
- **Once plants are delivered, quality issues need to be reported within 24 hours after delivery. If not reported within this timeframe, Windmill Gardens may not assume responsibility. Please check your planters for water needs.**
- **You will be charged sales tax for your city unless you provide us with a WA State Reseller Permit.** Please email a scanned copy of your WA State Reseller Permit to [info@windmillgarden.com](mailto:info@windmillgarden.com).
  - For more information regarding the Reseller Permit, contact the Department of Revenue <https://dor.wa.gov/taxes-rates/retail-sales-tax/reseller-permits>



# Winter Color Fundraiser Final Order Form

Please fill out this form and return by **January 29, 2024**.. If this form is not received, your order will not be processed. Once we have received this form, we will email you an invoice within 2-3 days. Please submit your 50% deposit at that time. **Your final 50% payment must be received at least 24 hours before your scheduled delivery date. We will not deliver your plants until all funds have been received.** Return this form in person or email: info@windmillgarden.com

Group Name: \_\_\_\_\_ Email: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Ship to Address:

\_\_\_\_\_  
\_\_\_\_\_

\*Available Shipping Dates/Hours: **2/08/24 to 2/20/24** Monday - Friday 8:00am - 4:00pm\* (excluding February 14)

**NOTE: Minimum order for delivery is \$600 and the location must be accessible by 26' box truck.**

Ship Date Requested: \_\_\_\_\_ Time Frame Requested: \_\_\_\_\_  
(At least a 2-hour window)

Alternate Ship Date: \_\_\_\_\_ Alternate Time Frame: \_\_\_\_\_

(Please note: Requested ship dates are not guaranteed. Windmill Gardens will confirm the ship date and time with you before delivery)

Delivery instructions (if any): \_\_\_\_\_

	Quantity
Bulb Bowl with Pansies 12"	
English Daisy Planter 8"	
Primrose Mix Planter 12"	
Primrose Mixed Flat (10 plants)	
\$25. Windmill Gift Card	

You will be charged sales tax for your city unless you provide us with a Washington State Reseller Permit. For more information regarding the Reseller Permit, contact the Department of Revenue at:

**1-360-705-6217** or visit <https://dor.wa.gov/taxes-rates/retail-sales-tax/reseller-permits>. Please email a copy of the permit for tax exemption to [info@windmillgarden.com](mailto:info@windmillgarden.com)



## Winter Color Order Form

Seller's Name: \_\_\_\_\_

Organization: \_\_\_\_\_

	Customer's Name	Contact Info	Bulb Bowl Qty	English Daisy Qty	Primrose Planter Qty	\$25 Gift Card QTY	Primrose Flats Qty	Amount Due	Amount Paid
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

### TOTAL SALES

	\$	\$
<b>TOTAL Items SOLD</b>	<b>AMOUNT DUE</b>	<b>AMOUNT PAID</b>



## Winter Color Fundraiser Examples

Windmill Gardens has been growing seasonal plants and container gardens for decades. We pride ourselves in the quality and care put into each and every container. Our goal is to provide winter interest plantings that will brighten someone's day during the late winter months.

Below are some examples of the planters offered this season. Please note, the plants and colors will vary to some extent.

Bulb  
Bowl  
with  
Pansies  
12"



English  
Daisy  
Planter  
8"



Prim-  
rose  
Mix  
Planter  
12"



Prim-  
rose  
Mixed  
Flat  
10  
plants

