

HOLIDAY EVERGREENS SALES

Thank you for supporting **HIGH HOPES HEAD INJURY PROGRAM** by participating in our holiday greens sales. High Hopes is a non-profit (501C-3) tax deductible organization. Proceeds from this event go directly to help provide assistance for head injury adults.

1. You have until November 5th to take orders.
2. Payment by check is requested when ordering.
3. Checks made payable to **HIGH HOPES**.
4. We will be happy to accept donations.

We thank you for participating in our Holiday Evergreens Sales Program. The following are awards for the most money collected. Money is due by November 5, 2020 to be eligible.

1st Place	Gift Certificate
2nd Place	Gift Certificate
3rd Place	Gift Certificate
4th Place	Gift Certificate
5th Place	Gift Certificate



ORDER FORM

ITEM PRICE						
\$	\$	\$	\$	\$	\$	\$
W2 22" Noble Fir Wreath	G3 Western Cedar Garland	C5 Center-piece	S4 Noble Fir Swag	W3 28" Mixed Evergreen Wreath	W4 22" Mixed Evergreen Wreath	R3 Winter Reindeer Set

LOCAL DELIVERY CASE ITEMS

CUSTOMER NAME	* QTY	* QTY	* QTY	* QTY	* QTY	* QTY	#	ITEM TOTAL
ADDRESS	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	\$	ORDER TOTAL
PHONE	\$	\$	\$	\$	\$	\$	\$	
EMAIL								
CUSTOMER NAME	* QTY	* QTY	* QTY	* QTY	* QTY	* QTY	#	ITEM TOTAL
ADDRESS	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	\$	ORDER TOTAL
PHONE	\$	\$	\$	\$	\$	\$	\$	
EMAIL								

SELLER INFORMATION

NAME _____
 PHONE _____

GROUP INFORMATION

GROUP NAME _____
 MAKE CHECKS PAYABLE TO _____

GROUP WEBSITE: _____

SAMPLE:

Here is an example of how to fill out this order form.

	ITEM PRICE								#	\$
	W4M	G3M	C5M	S4M	W3M	N7M	EGM	R3M		
NAME: Sally Sample	* QTY	* QTY	* QTY	* QTY	* QTY	* QTY	* QTY	* QTY		
ADDRESS: 123 Main St., Any City, Any State 12345			2		1				3	
PHONE: (123) 456-7890	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE		
EMAIL: sally@sample.com	\$	\$	\$ 100	\$	\$ 75	\$	\$	\$		\$ 175



SHIPPING UNAVAILABLE TO:

- PO boxes
- Alaska
- Hawaii

DIRECT DELIVERY GIFT ITEMS

Address label required for each item

ITEM PRICE							
W4M	G3M	C5M	S4M	W3M	N7M	EGM	R3M
22" Mixed Evergreen Gift Wreath	Western Cedar Gift Garland	Gift Center-piece with LED Candle	Noble Fir Door Swag	28" Mixed Evergreen Gift Wreath	Cone Gift Basket	Evergreen Gift Set	Winter Reindeer Gift Set

		ITEM PRICE								#	\$
COMPLETED ADDRESS LABEL		W4M	G3M	C5M	S4M	W3M	N7M	EGM	R3M		
* QTY	* QTY	* QTY	* QTY	* QTY	* QTY	* QTY	* QTY	* QTY	* QTY		
* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE	* TOTAL PRICE		
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$

TOTAL ITEM QUANTITIES

QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY		
W4M	G3M	C5M	S4M	W3M	N7M	EGM	R3M	SUB-TOTAL		\$	

SALES TOTALS

LOCAL DELIVERY CASE ITEM SUB-TOTAL: \$

TOTAL SALES:



DIRECT DELIVERY GIFT ITEM SHIPPING LABELS

Please **PRINT CLEARLY** and **CHECK ADDRESSES** for **ACCURACY**

DO NOT FAX THIS FORM

Group Name _____ **Seller Name** _____

SELECT **ONE** ITEM PER LABEL

RECIPIENT'S FIRST NAME <small>No PO Boxes/APO Addresses</small>		LAST NAME	DIRECT DELIVERY ITEMS	
ADDRESS 1 <small>No PO Boxes/APO Addresses</small>		SUITE/APT.	W4M 22" Wreath	<input type="checkbox"/>
ADDRESS 2/COMPANY NAME			G3M Garland	<input type="checkbox"/>
CITY	STATE	ZIP CODE	C5M Centerpiece	<input type="checkbox"/>
SENDER'S NAME		SENDER'S PHONE	S4M Door Swag	<input type="checkbox"/>
SENDER'S EMAIL			W3M 28" Wreath	<input type="checkbox"/>
GREETING FROM (NAME) <small>35 Character Limit</small>		Happy Holidays From:	N7M Cone Basket	<input type="checkbox"/>
CUSTOM MESSAGE TO RECIPIENT <small>35 Character Limit</small>			EGM Evergreen Set	<input type="checkbox"/>
			R3M Reindeer Set	<input type="checkbox"/>

SELECT **ONE** ITEM PER LABEL

RECIPIENT'S FIRST NAME <small>No PO Boxes/APO Addresses</small>		LAST NAME	DIRECT DELIVERY ITEMS	
ADDRESS 1 <small>No PO Boxes/APO Addresses</small>		SUITE/APT.	W4M 22" Wreath	<input type="checkbox"/>
ADDRESS 2/COMPANY NAME			G3M Garland	<input type="checkbox"/>
CITY	STATE	ZIP CODE	C5M Centerpiece	<input type="checkbox"/>
SENDER'S NAME		SENDER'S PHONE	S4M Door Swag	<input type="checkbox"/>
SENDER'S EMAIL			W3M 28" Wreath	<input type="checkbox"/>
GREETING FROM (NAME) <small>35 Character Limit</small>		Happy Holidays From:	N7M Cone Basket	<input type="checkbox"/>
CUSTOM MESSAGE TO RECIPIENT <small>35 Character Limit</small>			EGM Evergreen Set	<input type="checkbox"/>
			R3M Reindeer Set	<input type="checkbox"/>

SELECT **ONE** ITEM PER LABEL

RECIPIENT'S FIRST NAME <small>No PO Boxes/APO Addresses</small>		LAST NAME	DIRECT DELIVERY ITEMS	
ADDRESS 1 <small>No PO Boxes/APO Addresses</small>		SUITE/APT.	W4M 22" Wreath	<input type="checkbox"/>
ADDRESS 2/COMPANY NAME			G3M Garland	<input type="checkbox"/>
CITY	STATE	ZIP CODE	C5M Centerpiece	<input type="checkbox"/>
SENDER'S NAME		SENDER'S PHONE	S4M Door Swag	<input type="checkbox"/>
SENDER'S EMAIL			W3M 28" Wreath	<input type="checkbox"/>
GREETING FROM (NAME) <small>35 Character Limit</small>		Happy Holidays From:	N7M Cone Basket	<input type="checkbox"/>
CUSTOM MESSAGE TO RECIPIENT <small>35 Character Limit</small>			EGM Evergreen Set	<input type="checkbox"/>
			R3M Reindeer Set	<input type="checkbox"/>

No shipments to Alaska & Hawaii, only the 48 contiguous states
No PO Boxes / APO Boxes - Street addresses only
Incorrect addresses may incur an additional \$15 re-shipment fee

WHITE - Sherwood Forest Farms **YELLOW** - Group's Copy

