



**FUNDRAISING AGREEMENT AND PARTICIPATION FORM
ORGANIZATION**

Organization Name: _____

Mailing Address: _____

City: _____ **State:** _____ **ZIP:** _____

Primary Contact Person: _____

Title: _____

Telephone Number: (Daytime) _____ **(Evening)** _____

Email: _____

Secondary Contact Person: _____

Title: _____

Telephone Number: (Daytime) _____ **(Evening)** _____

Purpose of the fundraiser: _____

Fundraiser Start Date: _____ **Fundraiser End Date:** _____

Program Option: Option A: One Payment [] Option B: Multiple Payments []

After completing and signing the Agreement, please email the form to

Fundraiser@capellacollection.com, or Fax to 301-977-6554.



Fundraiser Terms of Agreement

The parties above are 18 years of age or older and do hereby represent and warrant that they are duly authorized by the participating organization to enter into this agreement on behalf of the organization.

This is a binding contract.

1. This Agreement is made this ___ day of _____, _____ between Capella Collection LLC and participating organization (hereinafter referred to as Participant).
2. The Participant will earn profit on Capella Collection products purchased on its official website (www.capellacollection.com). Profits will be calculated based on one of two fundraiser program options chosen by Participant. See below.
3. Payments will be made in accordance with Participant's program choice to the named organization. Participant will not be responsible for handling orders or collecting money.
4. Purchase tracking and credits will be controlled by using Participant's fundraiser Code set by Capella Collection. Participant's responsibility is to inform and remind its members to use the Code during checkout in order to receive credit for their purchases.
5. A Bonus program has been established to further support the Participant's cause. After the fundraiser expiration period, Capella Collection will continue to donate 10% of all purchases made, with Code, during that calendar year. A check will be mailed at the end of the quarter to the named organization.
6. Product(s) will be shipped to the mailing address of the person ordering the product(s). Participant will not be responsible for product management. Matters relating to products will be handled by Capella Collection LLC and not by Participant.
7. Capella Collection will provide periodic reports to Participant via email.
8. The maximum number of checks per fundraiser life cycle will be four (4). Additional checks may apply during the Bonus period.
9. "Capella Collection" and logo are intellectual properties of Capella Collection LLC. Any use of its name and logo without written consent from Capella Collection LLC is prohibited.
10. Capella Collection's artwork is property of Capella Collection LLC and copyright protected. Any use of its artwork without written consent from Capella Collection LLC is prohibited.
11. Resale of Capella Collection products for the purpose of fundraising or otherwise without written consent from Capella Collection LLC is prohibited.
12. Capella Collection LLC is not held responsible for your fundraiser program results, as fundraiser programs are unique and dependent upon the efforts of the organization and participants.

Capella Collection LLC
P.O. Box 10121
Rockville MD 20850

Office: 240-252-1201
Fax: 301-977-6554
Email: Fundraiser@CapellaCollection.com



Fundraiser Program Options

Option A: One Payment Option:

Percentage credited is directly proportioned to the total dollar amount of sales raised. This option works best for short-term fundraising, three months, or less. Regardless of fundraiser duration, the organization will only receive one check at the end of that period.

Payment Schedule

S Sales Range of:	Capella Collection Donates:
\$0-\$999	20% of sales proceeds
\$1000-\$1499	25% of sales proceeds
\$1500-\$1999	30% of sales proceeds
Over \$2000	35% of sales proceeds

Option B: Multiple Payment Option (Max of 4):

This option is typically used by organizations with annual fundraising goals with the benefit of continuous credit accrual while receiving periodical payments. However, the earned credits are on an accumulative scale. Although this option helps organizations with long-term goals with periodic payments, it diminishes the profitability potential.

Payment Schedule

Accumulative Sales Range of:	Capella Collection will Apply:
\$0-\$999	20% to sales made within that payment cycle.
\$1000-\$1499	25% to sales made within that payment cycle.
\$1500-\$1999	30% to sales made within that payment cycle.
Over \$2000	35% to sales made within that payment cycle.



Program Bonus

Capella Collection is committed to helping children's causes. Therefore, it has instituted a bonus program. In the event purchases are made outside the organization's fundraising period within that calendar year, Capella Collection will donate 10% of the sales to the named organization. A check will be mailed quarterly to the organization.

Comments:

Participant Signature

Date: _____

Title

After completing and signing the Agreement, please email the form to

Fundraiser@capellacollection.com, or Fax to 301-977-6554.

Capella Collection LLC
P.O. Box 10121
Rockville MD 20850

Office: 240-252-1201
Fax: 301-977-6554
Email: Fundraiser@CapellaCollection.com