



“We take Fundraising to a Higher Level™!”

Completing Your Fundraiser

Please follow these Easy Steps to complete your Fundraiser:

1. **Collect all the Student Order Forms.** Total everything up and input those amounts on the HolyBears Fundraising Summary Sheet. After calculating your Total Sales, determine your profit and send HolyBears our portion. Be sure to keep your profits and send us only what is due (50% to us if you used the Incentive Program, 45% to us if you waived the Incentive Program).
2. **Separate the Student Order Forms,** send us the Top White Copy and keep the Yellow (2nd) copy. You will give this to the student/participant when their order arrives.
3. **Send to us:** Summary Sheet, White Copies of Order Forms, and the payment due us (we also accept all major credit cards, see Summary Sheet)

That's it!

Send to: HolyBears, Inc.
Attn: Fundraising
8550 Westland West Blvd.
Houston, Texas 77041

Please feel free to call any time if you have any questions.

Thank you for your efforts!

Fundraising Department
HolyBears Inc.