

# Shen Crew 2017 Spring Fundraiser

## Introduction to Flower Sale

It's time again for our Shen Crew Flower Fundraiser. This is one of our biggest opportunities to raise funds to support our team. We have once again partnered with R&K Nursery, a grower right here in our Clifton Park community.

**Our Goal:** Each family is asked to sell \$250 worth of flowers for one rower, or \$375 for two rowers. If you choose not to sell any flowers, the Buyout amount is \$100 for one rower, or \$150 for two rowers. Partial Buyouts are an option if you are unable to meet your required amount for the flower sale.

For partial Buyouts please use the following formulas:

**For One Rower:**

\$250 minus \$ amount sold = \_\_\_\_\_ x .40 = partial Buyout amount

For example: \$250 minus \$140 in sales = \$110 x .40 = \$44 Buyout.

**For Two Rowers:**

\$375 minus \$ amount sold = \_\_\_\_\_ x .40 = partial Buyout amount

For example: \$375 minus \$140 in sales = \$235 x .40 = \$94 Buyout.

## ORDER SUBMISSION INSTRUCTIONS

1. Fill out each Customer Order using the Order Form
2. Open the Excel **2017 Flower Fundraiser Tally Spreadsheet**, which has been emailed to your **primary online registration email**. Fill it out carefully with each of your customers' orders. Once complete, email to [shencrewflowers@shencrewadmin.com](mailto:shencrewflowers@shencrewadmin.com). Any questions regarding the Tally Spreadsheet or data entry process should be directed to **Jen Leonard** at the above email address or by phone: 928-4717.
3. Check to be sure your money amounts on your customer Order Forms match your totals on the Tally Spreadsheet.
4. Calculate whether you additionally owe a Buyout. Buyout Amount + Flower Sales = TOTAL Payment.
5. Drop off your payment at the boathouse by **FRIDAY, April 28<sup>th</sup>**.
  - a. Enclose with your payment the paper copy of your **2017 Flower Fundraiser Tally Spreadsheet** with **ONE** check for total payment made out to **FOSC**.
  - b. Keep the email Tally Spreadsheet as your reference for flower delivery.

## FLOWER PICKUP INSTRUCTIONS

Your flower **Pickup Date** is determined by the **first letter of your last name, or the size of order**. The flower pickup location is R&K Nursery located at 1470A Route 9, Clifton Park (South of the Grooms Road and Route 9 intersection). If you have a scheduling conflict arrange for a different pickup date with the Flower Manager.

1 <sup>st</sup> Letter of Last Name	R&K Nursery Flower Pickup Dates and Time
All orders above \$550	Wednesday May 17 <sup>th</sup> 3:30 - 6 pm
A - E	Wednesday May 17 <sup>th</sup> 3:30 - 6pm
F - M	Thursday May 18 <sup>th</sup> 3:30 - 6pm
N - Z	Friday May 19 <sup>th</sup> 3:30 - 6pm

Any questions regarding the Flower Fundraiser should be directed to **Alan Paulsen** at [flowersalemanager@shencrewadmin.com](mailto:flowersalemanager@shencrewadmin.com) or phone: 899-2607.