



funds4school

personalised gifts that give!



"Create wonderful keepsake products
& gifts using your child's artwork
while raising funds for your
school or organisation"

**ORGANISER
GUIDE**



Organiser guide



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Thank you for taking the time to look into our fun, art based fundraising opportunity. A simplified step through of how this works is as follows



STEP 1

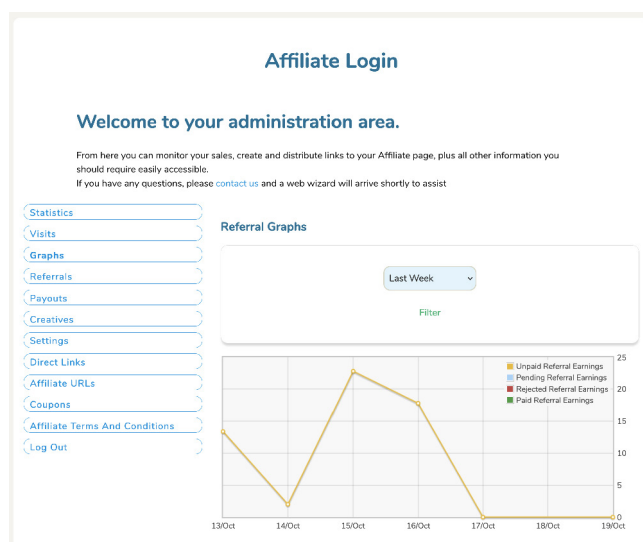
Your details

Provide us with your school name, organiser name and email address. Advise the quantity of forms you require (how many children plus some spare). There is no form as such yet but a simple email at this point in time to hello@bangonbooks.co.uk would suffice nicely and we will contact you very quickly to take you to the next stage.

STEP 2

Account Setup

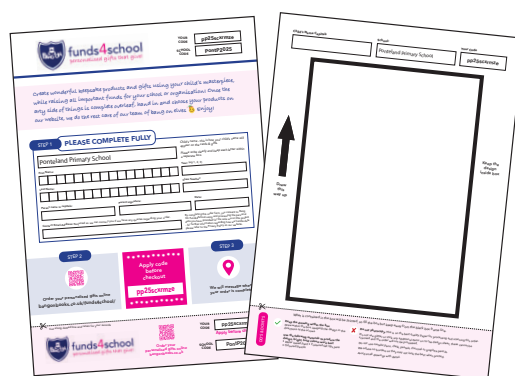
We prepare an account on our website for you. The organiser will receive an email to then set a password allowing to log in at any time to check the progress of sales. For every order produced your organisation automatically registers a **20% commission** from the total sale value inclusive of any VAT if applicable.



STEP 3

Art Templates/Forms

We print the quantity of forms requested each with a unique code for the child/artist and supply to you free of charge, along with some helpful example illustrations to reference should the children run out of ideas. We print on 170gsm thick paper.



STEP 4**Art time!!**

Arrange a good time for your little artists to produce drawings into the area shown on the form. There are Do's and Don'ts on the form to help with the formats. 🎨

STEP 5**Time to choose & order**

Once the drawings are complete then return them safely to the parents/guardians to view and decide if they would like to purchase. They retain a slip with info required and return the form back to the organiser. We then arrange collection of the forms.



Cut along dotted line and retain for your records



funds4school
personalised gifts that give!



Order your
personalised gifts online
bangonbooks.co.uk

YOUR
CODE

pp25scxrmze

Apply before checkout

SCHOOL
CODE

PontP2025

At this point the parents can browse our online catalogue and choose what products they would like to see their child's art print onto. At point of purchase entering their unique code into the voucher code box at checkout, this adds the sale to your organisation account.

 Buy Books Read Reviews funds4school  

✔ Santa Sacks has been added to your basket. [Continue Shopping](#)

Product:	Quantity	Price
 Santa Socks - Christmas Story for Your child Dear Your child, A magical adventure just for you! I hope that you enjoy this book and cherish it for many years to come. Lots of love, x	1	£14.99
 Christmas Pyjamas - 5-6 years	1	£24.99
 Santa Sacks - Large	1	£18.99

[Update basket](#)

Subtotal £58.97
Total £58.97
[Checkout](#)
[Click here for delivery information](#)

Have a promotion/voucher code? Enter it here:

[Apply code](#)

Add unique
code here

STEP 6

Order fulfilment

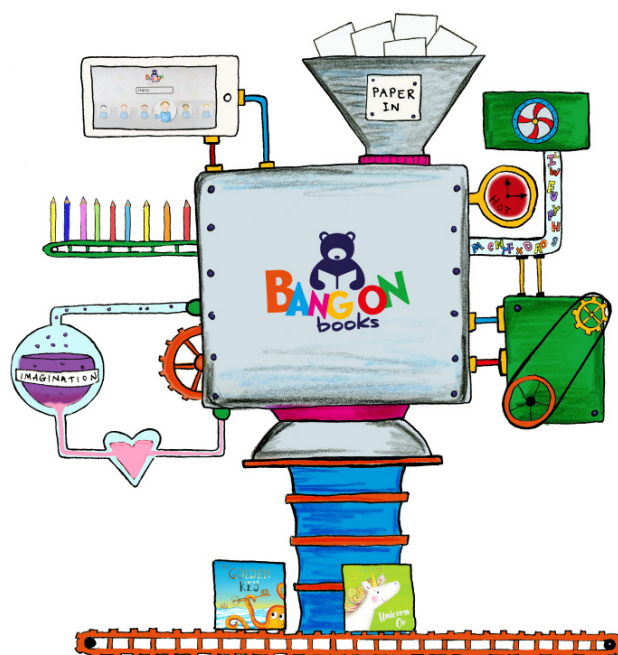
Orders drop in via our system and we begin to collate into our workflow.

Forms are scanned and applied to our templates and production begins.

Once orders are fulfilled we will deliver to your organisation in one or more deliveries dependent on the full quantity.

The parents/guardians can then collect their orders or you distribute to them as you see fit. (Should you wish us to deliver direct this can be discussed and possibly implemented at additional costs).

We will endeavour to have all orders complete 1 week before end of term at the latest.



STEP 7

Final steps

Cut off to submit orders is the end of November allowing us 2 weeks for any last minute orders. Ideally all will be with us by 2nd week of November to ensure no delays.

Once the project has finalised and all deliveries are complete to your satisfaction we will then pay the commission gained to a bank account of your instruction in full.

Any questions please do not hesitate to contact and one of the team will supply all information you should require. Thank you!



e: hello@bangonbooks.co.uk

t: 0191 466 1125

w: bangonbooks.co.uk/funds4school/