

## Free Shipping Requirements

Buckets for Benefit offers free shipping to organizations that reach the free shipping goal as stated in the *Free Shipping By State Guide*. In order to maximize our service and to get orders delivered in a timely manner, the following requirements must be met and followed to acquire free shipping.

- The order must be turned in on the Final Totals Spreadsheet provided at the end of the sales period (emailed to organization on last day of sales period). This document is designed so that you may enter the order directly into the spreadsheet; we will accept spreadsheets that are printed and manually written on, too. Please ask if you have questions about this step.
- The organization must order the dollar amount specified on the <u>Free Shipping By State</u>
  <u>Guide</u> to receive free shipping (amount indicated in the "total cost of products sold" box at the bottom right corner above "profit to organization" on the Final Totals Spreadsheet).
- Payment of invoice is completed. We only accept checks, money orders and cashier's checks NO PERSONAL CHECKS OR PURCHASE ORDERS ARE ACCEPTED.
- Delivery Dates are scheduled by Buckets for Benefit, not the organization. Any
  rescheduling can void free shipping. Our goal is to deliver orders to organizations in a
  timely and orderly manner. This may include combining deliveries going to the same
  geographical area. Any altering of the schedules creating conflict can push back delivery
  dates (all dates are subject to change).
- We can usually accommodate requests, but no date is guaranteed. If an organization needs an order before or on a certain date, free shipping will be voided and the organization will need to pay for expedited shipping (cost may vary depending on location).
   Shipping will need to be paid before delivery date is scheduled.

We appreciate your willingness to help us continue to offer free shipping so that we can provide your organization with the best possible experience with our company.

Thank you for choosing Buckets for Benefit.