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**SUPA SLICE AND BAKERY TREATS FUNDRAISER- ORDER FORM SYSTEM - \$1.50  
PROFIT PER PRODUCT SOLD**

The Supa Slice and Bakery Treats Fundraiser is a very well known and much loved fundraising drive and has supported many Schools, Kinders, Child Care Centres, sporting groups, etc. for well over 20 years. Supa Slices in great re-usable 750ml décor containers and through an easy order form system!

All our popular slices are freshly baked with the finest ingredients, and then plastic wrapped and hygienically sealed in re-usable Décor 750ml containers. They will refrigerate for up to 2 weeks or can be frozen. Individual slice size is approx. 165 x 80 x 25mm.

Our Heather Brae freshly baked bakery treats include, Choc Viennese fingers, butter yo yos, mini neenish tarts, mini mixed jam tarts, mixed assorted shortcakes, Smarty Pants, Freckle Face and Muesli Cookies in our Baked Fresh range and Triple Chocolate and Macadamia and White Chocolate Chunk Cookies from our new Café range. PLEASE **CLICK HERE** TO VIEW OUR INFORMATION BROCHURE.

## **ONE OF THE EASIEST FUNDRAISING DRIVES TO RUN!**

- Ring Helen on 1300 191 491 and request your Supa Slice and Bakery Treats order forms. We suggest one order form per family or group member and few extras in case needed. We will send these in in the mail to you.
- Distribute order forms with a covering note (see example in our sample letters) stating date of return. Please advise payment must be returned with completed order form. We suggest 2 week turnaround from handing your forms out to their return.
- Once received transfer all orders onto the Tally sheet provided.
- Transfer all totals from Tally Sheet to the formal order form.
- Fax through to Heather Brae Shortbreads Pty Ltd on (03) 9462-1443 preferably on a Monday or email to [fundraising@heatherbraeshortbreads.com.au](mailto:fundraising@heatherbraeshortbreads.com.au).
- We will give you a confirmation call and arrange a suitable delivery date with you – estimate 10-14 days from date of receiving your order until delivery – depending on stock availability.
- **WE DO REQUIRE PAYMENT OF YOUR SUPA SLICE DRIVE PRIOR TO YOUR PRODUCTS BEING DISPATCHED FROM OUR BAKERY**

PLEASE **[CLICK HERE](#)** for **SUPA SLICE AND BAKERY TREATS INFORMATION BROCHURE AND FORMAL ORDER FORM**

### **SUPA COOKIE CARRYPACK FUNDRAISER- OFFERING \$20 PROFIT PER CARRY PACK SOLD**

**Each Supa Cookie Fundraiser Carry Pack contains 50 individually wrapped 30g cookies featuring Smarty Pants, Freckle Face, Happy Face, Cranberry and Dark Choc Chip, Full of Fruit Muesli and Low Gluten Triple Choc Chip (less than 100 ppm). Varieties may vary according to availability.**

- **All cookies are GM free & nut free, however traces of tree nuts may be present due to shared equipment.**
- **Free sample pack is available upon request**
- **\$20 profit per carry pack sold**

Determine how many carry packs you require. We suggest one per family or group member and then a few extras in case people can sell additional carry packs.

We do not have minimum order requirements with regards to the amount of carry packs ordered.

Please note if your Invoice is less than \$600 a \$30 delivery fee will be charged. To avoid this delivery fee – 20 x Carry packs will need to be ordered.

Due to food safety requirements and to guarantee the quality of the products supplied, **we cannot accept returns**, so please order carefully.

Pay 28 days from delivery, subject to credit approval. For first time Customers we do require a 20% upfront deposit on carry pack orders. This is a one off requirement, just to establish a credit rating with Heather Brae. This payment may be made through Credit Card, direct transfer, or cheque.

Ring Helen on 1300 191 491 or email [fundraising@heatherbraeshortbreads.com.au](mailto:fundraising@heatherbraeshortbreads.com.au). An official Order Form will need to be signed and completed and returned to Heather Brae Shortbreads either by fax on 03 9462 1443 or by return email. You can find an order form on the back of our Supa Cookie Fundraiser/Café Cookie Fundraiser Display Pack flyer.

PLEASE **CLICK HERE** for **SUPA COOKIE FUNDRAISER/CAFÉ COOKIE DISPLAY PACK FLYER** and **ORDER FORM**.

**CAFÉ COOKIE DISPLAY PACKS - \$9.00 PROFIT PER DISPLAY PACK SOLD**

Our 60g Café Cookie range is a very popular addition to our fundraising options and can be purchased in many Cafes around Australia.

We offer 6 great cookie varieties including Sticky Date and Ginger, Triple Chocolate, Macadamia and White Chocolate, Dotty Pants and two Gluten free varieties, Triple Choc Chunk and Macadamia and White Choc Chunk Cookies.

12 individually wrapped cookies per display pack.

- **\$9 profit per display pack sold. Buy each cookie for \$1.25 and sell for \$2.00 We recommend each family sells either 1 or 2 display packs depending on profit required by Group.**
- **Easily premixed to offer your families a great variety of 12 cookies per display pack.**
- **This is also a great display box for social clubs, canteens and reception desks!**

Due to food safety requirements and to guarantee the quality of the products supplied, **we cannot accept returns**, so please order carefully.

Pay 28 days from delivery, subject to credit approval. For first time Customers we do require a 20% upfront deposit on carry pack orders. This is a one off requirement, just to establish a credit rating with Heather Brae. This payment may be made through Credit Card, direct transfer, or cheque.

Ring Helen on 1300 191 491 or email [fundraising@heatherbraeshortbreads.com.au](mailto:fundraising@heatherbraeshortbreads.com.au). An official Order Form will need to be signed and completed and returned to Heather Brae Shortbreads either by fax on 03 9462 1443 or by return email. You can find an order form on the back of our Supa Cookie Fundraiser/Café Cookie Fundraiser Display Pack flyer.

PLEASE **[CLICK HERE](#)** for **CAFÉ COOKIE DISPLAY PACK FLYER** and **ORDER FORM**.

## **CHRISTMAS FARE – AVAILABLE SEPTEMBER-DECEMBER**

Traditional treats, Fruit Mince Pies, Jam Tarts, Christmas Shortbread Shapes, Rainbow Stars and many more Christmas ideas and gifts.

Further information on our Christmas Fare can be obtained from Helen on 1300 191 491 and please watch this space for further ideas.

## **CUSTOMER TESTIMONIALS**

We love to hear how our Customers feel about their various fundraising drives – here are a few testimonials that we at Heather Brae Fundraising are very proud of.

Please feel free to send us a testimonial once your fundraising drive is complete – whether it be positive feedback and not so positive – we would love to hear your feedback.

“Our fundraiser last year using the Café Cookies from Heather Brae was very successful. The overwhelming feedback from families was that the cookies were delicious. Helen is so lovely to deal with and makes the whole process very easy from ordering to delivery. We found Heather Brae to be an excellent option and will continue to use them for our fundraising.”

### **Bernadette McGing, St Vincents Catholic Primary School, Ashfield, NSW**

“Camden Preschool has now successfully run two Heatherbrae Supa Slice Drives. We ran the fundraisers in term 1 of 2014 & again in term 1 of 2015. All it takes is a quick call or email through to Heatherbrae & the kit is in the post with order forms, tally sheets & all the necessary information you need. It’s a really great fundraiser to start the year off as there is such little preparation needed. Submitting your order is really easy with the order form & then your order arrives only about a week or two later on a date mutually agreed between your organisation & Heather Brae. You’re order arrives in boxes by courier & then you separate the orders & hand them out. It’s such an easy, profitable & delicious fundraiser to do. Give it a try for your next fundraising event. “

### **Cynthia Williams, Fundraising Committee 2013-15 Camden Preschool, NSW**

"I'm super impressed with the depth of information that was given and it was all very clear and concise. The fact that it was emailed as well as posted was brilliant as I am notorious for losing pieces of paper, so I could search the emails anytime and find what I needed. As is usually the case, we needed to add some orders to our original order and this was no problem at all, Helen made the process very simple and was very accommodating. I would recommend Heather Brae slice drives to any community group or school for fundraising, the profit is ample and the system is easy. Thank you Helen for all your hard work, we will be back"

### **Denise – Albany Creek Scout Group, QLD**

"My first fundraising experience for our local school was a success thanks to Heather Brae Supa Slice drive. From beginning to end, the service I received was always friendly, every question was answered in a pleasant manner and nothing was a problem. Delivery of the product was very prompt and reliable. The information and catalogues provided were very professional and easy to understand. The product has a lot of selections available and the profit our school made was excellent. I was very satisfied with the ease of running this fundraiser and would highly recommend Heather Brae's Supa Slice drive."

### **Edgeworth Public School P&C**

"The Ponds FC ran both the supa slice drive and sold the cafe cookies during our winter season. Both were so easy to run and we received great assistance from Heather Brae in running both. Ponds FC highly recommends the cafe cookies as fundraiser as parents are looking for a healthier option to chocolates so these fit perfectly and are so yummy! Also the gluten free cookies were so popular that next year we will definitely increase our order! Thanks Heather Brae and look forward to long fundraising partnership."

### **Ponds Football Club, NSW**

"I find the Café Cookies are great tasting and conveniently wrapped, ready to grab for busy people on the go."

"I like the sealed in freshness of each cookie, meaning they are economical as I don't have to eat a whole packet within a short period of time."

### **Cambrai Area School, SA**

“We decided to hold a fundraiser selling these cookies to our staff to raise money for our aged care facility and the response we had was great. The staff loved the cookies and as a result have decided to indefinitely continue to sell them in the staff room. I would highly recommend this as a successful and tasty! Fundraiser for anyone to run”

### **Kronstadt Gardens Aged Care Facility, SA**

St.Gabriels Reservoir decided to do the Heather Brae Café Cookie Drive as part of our 2013 Fundraising. We were sent a sample pack to help us decide. The committee took one bite of each sample and didn't have to think twice. All four flavours were a hit. They were fresh and delicious. We sent an assorted box home to each family at our school and most were sold and asked for seconds within the first week. They are great for the kids lunchboxes and even hubbies! Or, as a snack, for the kids when they get home from school. It made selling easy because the cookies are so yummy! Thanks Heather Brae.

### **St Gabriels Primary School, Reservoir, VIC**

“We love the slice drive and we will continue to run these fundraisers each year and I'm thinking this year (2015) I may even run it again.”

### **Heritage Preschool, Dandenong, VIC**

“Your service was absolutely magnificent and we couldn't fault a thing, so thank you for making this a very easy fundraiser.”

### **Sydenham Hillside Primary School, VIC**

## **REQUEST BROCHURES**

To request order forms or ask any questions you can download a Customer Enquiry Form by [clicking here](#), completing the form and emailing it back to us as an attachment or faxing it to us on 03 94621443

To download a Heather Brae Supaslice and Bakery Treats brochure [click here](#)

To download a Heather Brae Supa Cookie Fundraiser or Heather Brae Café Cookie fundraiser brochure [click here](#)

Please note our brochure for 2015 Christmas Fare Drive (September-December 2015) will be available at a later date. Watch this space for further advice.

Or you can call Helen our Fundraising Coordinator on 1300 191 491

Or email us at <mailto:fundraising@heatherbraeshortbreads.com.au>

## **SAMPLE LETTERS**

Please copy and paste as required

### **a. Introduction Letter (or newsletter article) explaining the reason for the fundraiser and encouraging support.**

"Dear Family and Friends,

In our efforts to improve services and facilities for yourself and all our members, we have a continuing requirement to raise funds throughout the year. These fundraising efforts are very reliant on the support of the community and our members - so your participation is vital to us!

To raise the funds for (purpose of fundraiser), the Fundraising Committee has decided to run a (name of product) fundraising drive which will commence on the (date).

All families participating will be issued with (product order form or amount of product) on (time/date), which we would like you to promote to family, friends and neighbours. The (products) are of a high quality and sell for \$ (price) - which is great value for money! Please complete your fundraising and return your money collected to (fundraising organiser) by (date).

If you are unable to support our (organisation) on this occasion could you please contact me before (date). Otherwise thank you for your continued support of our fundraising efforts!

Kind regards

Your signature

Your name & position

Name of your organisation"

**b. Commencement Letter explaining what is happening and to be distributed with the fundraising products or order forms.**

"Dear Family and Friends,

Our (name of product) fundraiser has now commenced and you would have received your (number of order forms or products). (When storing products - keep in a cool dry place away from insects and do not leave in a car, direct sunlight or by a heater!)

Complete your fundraising and return your money to (fundraising organiser) by (date). Included is a collection envelope for you to safely return the money in.

Please write your details on the envelope prior to returning it.

If at any stage you have any questions or are having trouble selling your fundraising products, please contact me on (phone number).

Remember to inform customers that the fundraising profits from this drive go directly towards the (purpose of fundraiser) - while always being polite and courteous. Once again, thank you for your continued support!

Kind regards

Your signature

Your name & position

Name of your organisation"

**c. Reminder Letter if required (or newsletter article)**

"Dear Family and Friends,

Our (name of product) fundraiser is well underway and nearing a close.

Thank you to the many families who have already returned their money (and order forms)! For those that have not - could you please complete your fundraising and return your money (and order forms) to (fundraising organiser) by (date).

These funds will enable our group to provide (reason for fundraiser)

Thank you once again for bringing us closer to this goal.

Kind regards,

Your signature

Your name & position

Name of your organisation"

**d. Thank You Letter if required (or newsletter article)**

"Dear Family and Friends,

Thank you for the tremendous efforts of yourself and other members you're your organisation) with the recent (name of product) fundraising drive! We have been able to raise \$(fundraising profit) to go towards the provision of (purpose of fundraiser) - which is a fantastic result!

Thank you to everyone involved in this fundraiser and to all those in the community who continue to support our (organisation). The future looks very bright indeed!

Kind regards

Your signature

Your name & position

Name of your organisation"

## **DELIVERY SCHEDULES**

Depending on the day of submitting your final Order Form to us will determine the date your order leaves our Bakery. If you can submit your Order Form on a Monday so that orders can be packed and dispatched hopefully that week or early the following week.

Deliveries normally take between 10-14 days from placing your order to dispatching and delivery to you. Our courier company covers most areas of Victoria, NSW, Tasmania, SA, Perth and Queensland - If they do not cover your area an onforwarding courier is used.

Someone should be available to accept delivery between 9.00 a.m.-5.00 p.m. on the day of requested delivery. Remember to check that the number of cartons delivered and the product quantities are correct as per the delivery invoice, prior to distribution to your group. Please ensure that stock is not required to be distributed on the same day of delivery – we cannot promise a definite time of delivery and all stock needs to be counted and checked thoroughly before all orders are distributed.

If there is product missing the Drive organiser must contact us immediately on 1300 191 491. Unfortunately due to fixed freight costs any orders under \$600 incurs a \$30 freight charge and extra charges can be imposed depending on remote locations and delivery charges to that area.

## **INGREDIENTS LISTING**

For Ingredients Information on Supaslice products please [Click here](#)

For Ingredients Information on Supa Cookie Carry Pack [Click Here \(coming soon\)](#)

For Ingredients information for Bakery Treats and Cafe Cookie Display pack [Click here](#)

## **PAYMENT OPTIONS**

### **WHEN DO I PAY?**

If you are purchasing stock after using the order form method, your payment will be required prior to delivery, as your group would have already received payment for the goods.

For purchases of stock on consignment, - usually within 28 days from delivery date.

Please note some customers will need to be pre-approved for the 28 day credit terms – and some may be asked for payment up front or a 20% deposit on a credit card at Heather Brae's discretion.

### **PLEASE DO NOT PAY THE DRIVER!**

Direct Debit: You can pay direct into our bank account using internet banking, or at any Commonwealth Bank branch - BSB No.: 063 175 Account No.: 10312210 Account Name: Heather Brae Shortbreads Pty Ltd.

Note: Please quote your Group Name as a reference for your deposit. If paying over the counter at a bank, please ensure the teller also uses your Customer Name as a reference so it appears on our statement. Then confirm your payment to us by phone or fax.

Cheque by Mail: Payments to be made with one cheque from your group, made out to Heather Brae Shortbreads Pty. Ltd. and mailed to P.O Box 377





## TALLY SHEETS

For ease of counting up products required please use our Tally Sheet [click here](#)

We also have an Excel version of our Tally Sheet [click here](#)

## TERMS AND CONDITIONS

Welcome to the website of Heather Brae Shortbreads and thank you for visiting us.

The Terms and Conditions outlined in this section govern the use of [heatherbraeshortbreads.com.au](http://heatherbraeshortbreads.com.au) ( "website") and the purchase of goods from it. This website is owned and operated by Heather Brae Shortbreads Pty. Ltd. (ABN 87 287 760 044). Should you have any questions, please contact us on 1300 191 491 prior to purchasing from this website.

Acknowledgement and acceptance of terms and conditions. By accessing, using or browsing this website you agree to be bound by its terms, conditions, disclaimers and limitations of liability. Heather Brae Shortbreads reserves the right to amend or update such terms, conditions, disclaimers and limitations of liability at any time without providing notice to you. By using the website you acknowledge that you have read, understood and agree to be bound by these Terms and Conditions.

#### Information provided by you

If you purchase goods and services from this website you will be required to provide certain current, complete, and accurate information about yourself as prompted to do so by this Website; and maintain and update this information as required to keep it current, complete and accurate.

When you provide any information you are representing and warranting that all of the information provided is true and correct and are agreeing to indemnify Heather Brae Shortbreads for any losses, costs, expenses or damages that Heather Brae may suffer if any of this information is not correct.

You must not transmit or attempt to transmit any material of any kind to this website which contains a virus, malicious computer code or other harmful component or otherwise attempt to alter any of the content on this website.

If any user information provided by you is incomplete or inaccurate or you attempt to transmit any material of any kind to this website which contains a virus, malicious computer code or other harmful component, or you otherwise attempt to alter any of the content of this website, you are in breach of these terms and conditions.

#### Ordering goods

Any order placed by you in the manner described in this website is an offer by you to purchase a particular product or service for the price (including the delivery, GST and other charges) specified in this website at the time you place your order. Heather Brae Shortbreads reserves the right to accept or reject your offer for any reason, including, without limitation, the unavailability of any product, an error in the price or the product description posted on this website, or an error in your order. There may be reasons why Heather Brae Shortbreads cannot fulfill your order. Therefore, your contract with Heather Brae Shortbreads only comes into existence when Heather Brae Shortbreads advises you that it has accepted your order and receipt of your payment has been confirmed.

All goods remain the property of Heather Brae Shortbreads until they are paid for in full.

Prices of products, services, delivery and other charges displayed on this website are current at the time of issue, but may change at any time. The availability of products and services may change from time to time. We reserve the right to substitute one product for another product of similar or greater value at any time.

#### Cancellation of an order by Heather Brae Shortbreads

We reserve the right not to provide goods or services, terminate accounts, remove or edit content or cancel orders (or part thereof) at our sole discretion at any time. Without limiting the operation of any other Terms and Conditions herein, we will not be held liable for loss or damage arising from the exercising of these rights.

#### Cancellation of an order by you

If you need to cancel an order, please contact us immediately on 1300 191 491. Our agreement with you only comes into existence once we have both confirmed your order and your payment has been processed. Once we have accepted payment for an order, cancellation of the order is within our sole discretion.

#### Delivery

It is your obligation to enter the correct delivery address details at the time of ordering. Should you enter the wrong address, we are not obliged to re-send the order to the correct address at our expense. Someone is required to be at this address to accept the goods and to sign for delivery.

As a guide only, our couriers attempt to deliver to addresses between 9.00am and 5pm. Unfortunately, we are unable to give a guaranteed time of delivery. We will provide you with a date for delivery of stock. While we make every effort to deliver by this date, these are estimates only and can vary.

It is the responsibility of the customer to inform Heather Brae Shortbreads if an order does not arrive. Once we learn an order has not arrived by the due date, we will lodge enquiries with the courier to ensure delivery occurs as soon as possible. We will not be held liable for any loss or damage resulting from late delivery.

Please note that if an item has been lost in transit, we will not dispatch a replacement item immediately. Replacement items will be dispatched at our discretion.

Without limiting the operation of any other Terms and Conditions herein, we will not accept liability for any loss or damage arising from a late delivery.

Without limiting the operation of any other Terms and Conditions herein, you agree that late delivery does not constitute a failure of our agreement, and does not entitle you to cancellation of an order. Without limiting the operation of any other Terms and Conditions herein, we will not accept liability for any loss or damage arising from items lost, stolen or damaged after delivery has taken place.

#### Voluntary Returns of Stock

To satisfy food safety requirements and to guarantee the quality of the products supplied, we cannot accept returns, so please order carefully!

#### Returns of Faulty Stock

In the event that you receive a defective or damaged product, you must notify us within 14 days of delivery, and we will refund the original product price, delivery, and other fees via the original method of payment. Alternatively, if you request a replacement, we will dispatch your replacement item, subject to availability.

You may be requested to return the product to us at our cost please note that if the products are found to be non-defective you will incur the delivery costs of returning the item to Heather Brae Shortbreads.

#### Limitation of Liability

Any liability of Heather Brae Shortbreads, associated third parties and suppliers in connection with goods or services supplied to you will, subject to any non-excludable liability for breach of conditions or warranties implied by legislation and to the maximum extent permitted by law, at the election of Heather Brae Shortbreads be limited to the replacement or repairing of the goods or the supply of equivalent goods, the payment of the cost of replacing or repairing the goods and in relation to services, the supplying of the services again or the payment of the cost of having the services supplied again.

#### Applicable Law

These terms and conditions are governed by and construed in accordance with the laws in force in Victoria, Australia and you irrevocably and unconditionally submit to the non-exclusive jurisdiction of the courts of Victoria, Australia and any courts, which may hear appeals from those courts.

#### Disclaimer

The information contained on the website is provided by Heather Brae Shortbreads in good faith and to the best of Heather Brae Shortbreads knowledge, the information is accurate and current. However, Heather Brae Shortbreads and its related bodies corporate, any of their directors, officers, employees, or shareholders do not make any representation or warranty as to the accuracy or completeness of the information.

To the fullest extent permitted by applicable law, Heather Brae Shortbreads disclaims all representations and warranties, express or implied, including but not limited to implied warranties of merchantability and fitness for a particular purpose and non-infringement.

You further acknowledge and agree that, subject to the section dealing with "Limitation of Liability", Heather Brae Shortbreads will not be liable to you or any other person for any direct, indirect, incidental, special, consequential or exemplary damages, including but not limited to damages for product liability, personal injury or negligence resulting from use of goods or services supplied to you, or on behalf of you, through the website of Fundraysia.

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#### Website Photographs

Please note that for photographic purposes props such as dishes and glasses may have been used which are not included in the actual gift. However all product option contents are itemised fully and are fairly described in the website product details page.