

Smart Savings Card Program Overview & Planning Guide

USE THIS OVERVIEW & PLANNING GUIDE TO ASSIST YOU IN RUNNING A SUCCESSFUL SMART SAVINGS CARD FUNDRAISER!

___ **School/Group Fundraising - Purpose for Fundraiser:** _____

___ **School/Group Fundraising Goal:** \$ _____

___ **Assign Social Media Coordinator:** _____

Example: Facebook, Twitter, Instagram, etc.

___ **Assign Daily Announcement Coordinator:** _____

___ **Determine fundraiser start date:** _____ **end date:** _____ (Usually 2-3 weeks)

- Prize distribution is recommended within 1 week of fundraiser closeout.

___ **Recruit your team of staff/volunteers to support the execution of your fundraiser:**

- Suggestions: Staff, Parents, Students, Non-Profit Community partners needing volunteer hours (Scouts, Churches, High School Band or FBLA programs, Cheer teams, etc.)

___ **Complete Fundraiser Planning Calendar** (see example)

- This will benefit all organizers/volunteers to help keep your fundraiser on schedule
- Start Pre-promoting on all social media – Dates and any new Ad's in your area!

Add the necessary information into the bottom calendar to plan out your fundraising campaign.

This is an example of how to fill out a Fundraising Planning Calendar

Example	Monday	Tuesday	Wednesday	Thursday	Friday	Sat / Sun
Week 1 Aug 8 - 12	Deliver appropriate number of Packets to each Classroom Post to social media	Open House Post to social media	Start / Kick off Send packet home with students	Daily Announcement Reminder 1	Turn in day #1 Post to social media	
Week 2 Aug 15 - 19	Daily Announcement Extra turn in day (optional)	Daily Announcement Post to social media	Daily Announcement Post to social media	Daily Announcement Reminder 2	Daily Announcement Turn in day #2 Post to social media	
Week 3 Aug 22 - 26	Daily Announcement Post to social media	Daily Announcement Reminder 3 Final Announcement	Daily Announcement Final Turn in day	Email or Text prize Totals to your Rep	Schedule your Close Out	

Fill Out Your Fundraising Planning Calendar

	Monday	Tuesday	Wednesday	Thursday	Friday	Sat / Sun
Week 1						
Week 2						
Week 3						

Smart Savings Card Program

Overview & Planning Guide

- ___ **Complete and copy Reminder 1-2-3 Notice, INCLUDE END DATE in 2nd notice.**
 - Cut and deliver to teachers who will send home with students on designated dates.
- ___ **Post fundraiser start and end dates on school sign and social media sites. Hang all promotional posters in high traffic areas throughout the school**
 - Suggestions: cafeteria, school exits, busy stairwells and hallways.
- ___ **Decide on additional in-house student/teacher incentives** (recommended).
 - See Day Pass examples attached for additional ideas. Templates are available on request
- ___ **Create a parent letter** (recommended).
 - Include parent letter with packet that goes home with students. See Parent Letter Strategies later in this packet or ask your Sales Rep for letter examples or assistance.
- ___ **Distribute Student Packets and Teacher Communication to each classroom, use Parent volunteers if possible**
 - **Teacher Communication includes:**
 - 10 Second Smart Card reminders at the end of each class
 - Send home printed Reminder Notices 1-2-3, on designated days
 - Free Smart Savings Card for Staff (optional) - document total used
 - White Accounting Form (if teachers are updating accounting form)
- ___ **Communicate fundraiser goals and execution points with teachers, staff, and administrators, include any additional incentives for Teachers.**

(Suggestion: explain during faculty meeting).

EXECUTING THE FUNDRAISER

- ___ **List the name of each student on White Classroom Accounting Form.**
- ___ **Send home student packets -**
 - Important: Ensure students and teachers name are on the collection envelope
- ___ **Update White Classroom Accounting Forms as orders are brought in. Notating number of cards sent home, cards sold, and cards returned with each student.**
 - See Financial Overview
- ___ **Verify accuracy of payment and completion of the order on the envelope.**
- ___ **Continue DAILY ANNOUNCEMENTS to keep excitement and momentum going!**
- ___ **Send home Printed 1-2-3 Reminder Notices on designated dates.**
- ___ **Finalize White Classroom Accounting Form for each classroom.**
- ___ **Transfer classroom totals to the yellow School Master Log for school totals**
- ___ **Transfer Classroom Prize totals to Prize Order Form**
- ___ **Email the Order Form to your Sales Representative below OR FAX to 615-240-2053**

Hannah Carlson: ifhannahcarlson@gmail.com or **Dwayne Hicks:** ifdwayne@gmail.com

***Please NOTE: Innovative Funding, Inc. reserves the right to substitute prizes. Best practice: It's best to have your fundraiser completed and prize order form turned in by October 31st.**

URGENT REMINDER!

1

**PARENT INVOLVEMENT AND SUPPORT
IS CRITICAL TO OUR SCHOOL'S SUCCESS!**

We encourage every parent to sell at least 1 card.
Please return Smart Card orders and money ASAP!

WE THANK YOU! TEAMWORK WORKS!

Thanks for all the support!!!

2

REMINDER:

Our Smart Savings Card sale has been a great success!
Please help us complete our sale on time, so save the date!

Our Smart Card Sale ends _____

Please return all cards and or money by that date so that
students can receive their prizes on time.

Parent Reminder:

3

TOMORROW IS THE LAST DAY

to turn in Orders and send or make Payments!

**Please return the Smart Savings Card Order Envelope
to school in the morning with your child.**

Prizes may not be awarded for orders turned in late!

RECORDATORIO URGENTE!

1

¡ La participación y la ayuda de los padres es crítica al éxito de nuestra escuela!

¡Necesitamos que cada familia participe!

Por favor devuelva el dinero de la venta de tarjetas y las ordenes cuanto antes. Una vez más, les agradecemos. El trabajo en equipo funciona.

¡Gracias por toda la ayuda!

Recordatorio:

2

¡Nuestra venta de la tarjeta inteligente que contiene muchos ahorros ha sido un gran éxito! Estamos intentando terminar y cerrar nuestras ventas.

Nuestra venta de la tarjeta inteligente termina_____

Por favor devuelva todas las tarjeta o dinero antes de el ultimo día para que nuestros estudiantes puedan recibir sus premios a tiempo.

Recordatorio para los Padres:

3

Mañana es el ultimo día para devolver las tarjeta y dinero. Por favor devuelva los materiales por la mañana a la escuela con su hijo.

¡ Los premios no serán concedidos si la orden es entregada tarde!

DAILY ANNOUNCEMENTS = SUCCESS

It is VERY IMPORTANT to make ANNOUNCEMENTS EVERY DAY!

The purpose of this program is to raise funds for the needs of the school/group. It is important to constantly remind and motivate the students, faculty, and staff of the fundraising goal.

Everyone will be asking this question: "What's in it for me?"

The answer is: "If you participate,

- **The school earns money for _____**
- **The teachers will earn _____ ***
(generally \$1-\$3 per card sold through their class)
- **The student earns prizes and _____ *** (additional school incentives)
- **The Parents earn FREE SMART CARDS** (up to a \$50 value)

*See the next page for motivational ideas!

ANNOUNCEMENT EXAMPLES

DAY 1

Today we are kicking off our Smart Savings Cards Fundraiser. Please ask your parents to share on their favorite social media sites. The school needs your help to raise money for _____. By selling Smart Cards you will help us reach our goal and at the same time you will earn some great prizes. The more cards you sell the more prizes you get to take home! Your teachers will also earn money and prizes. The top selling class in the school will earn your teacher a day off! The top boy and girl sellers will earn the prizes on the Smart Card flyer PLUS _____ from the school. To earn prizes, all orders must be turned in by _____. Please make sure that you give your parents the Smart Card information that your teachers gave you. Your parents can also earn FREE Smart Cards! Take the information home and get started on earning prizes! If everyone sells 3 cards each, Mrs. Smith will slide into a pool of Jell-o! Lets make it happen!

DAY 2

Did you remember to give the Smart Savings Card information to your parents? Did you look at all the wonderful prizes that you can earn? Have you already started earning prizes? Which class will be the top seller? The blue team is in the lead which means Mr. Johnson will be wearing a clown suit unless the gold team starts selling more cards! We still have 1-½ weeks left. Keep up the good work!

***** OTHER FUN ANNOUNCEMENT SUGGESTIONS! *****

We still have a long way to go to meet our goal with only 2 more days to turn in orders! If you want to see the principal kiss a pig, we need everyone to sell 2 more cards.

These teachers have challenged each other: So far Mrs. Johnson will be the one wearing curlers, Mr. French will be getting a pie in the face, and Mrs. Lynch will be in pajamas. (Teachers, ask your class for help with selling more cards so your class can win).

There are only 3 more days to the end of our Smart Card sale. How many prizes have you earned? Make sure that all of your money and card orders are turned in by Friday (or the fundraiser end date) to be eligible for prizes. You will not earn prizes for any orders turned in after that day.

GREAT MOTIVATIONAL INCENTIVE SUGGESTIONS

HOW TO MOTIVATE THE WHOLE SCHOOL

- Divide school in half. The blue team is ½ of the K-6 grades and red team is the other half. Blue team leader is principal and red team leader is VP, PE teacher or other motivated teacher. Losing leader has to dress up in silly costume and wave to the car rider line or maybe kiss a pig. Include in all communications with parents to raise excitement. Leaders make daily announcements pleading for more Smart Card sales to win contest.
- Teachers can challenge other classrooms. The loser gets a pie in face or their class has to wear clothes backwards. Losing class has to sing for the winners.

HOW TO MOTIVATE TEACHERS

Teachers are the key to getting materials home, via the students! Reward them!

Suggestions:

- School / PTO / PTA gives Teachers \$1-\$4 for every card sold through their classroom
- Top classroom teacher gets a day off (PTO/PTA pays for sub)
- Top classroom teacher in each grade level earns a gift card for dinner.

HOW TO MOTIVATE STUDENTS

If class meets goal: teachers wear pajamas, class earns field trip, popcorn or ice cream party or extra free time.

Meet sales goal, earn free item: pencil, candy, gum, soft drink, ice cream, movie pass, dance pass, bookstore coupons or school tee-shirt.

Other Student Motivating Ideas:

Sucker tree - student pulls a sucker looking for colored stem worth money or prizes, no homework pass, pizza or popcorn or movie party.

Last 3 days of the sale – Every student selling 1 more card gets a ticket for free ice cream at lunch or a similar prize.

Balloon Pop - Stuff money or prize coupons in balloons and let kids pop them.

Club or Band members receive part of profit for trip or account – Split between general fund and student.

Basketball shoot - At a determined prize level kids get 1-3 throws to earn school cash to use for school store or fast-food gift certificate.

Music/DJ Party – PTO/PTA/PE teacher organizes it.

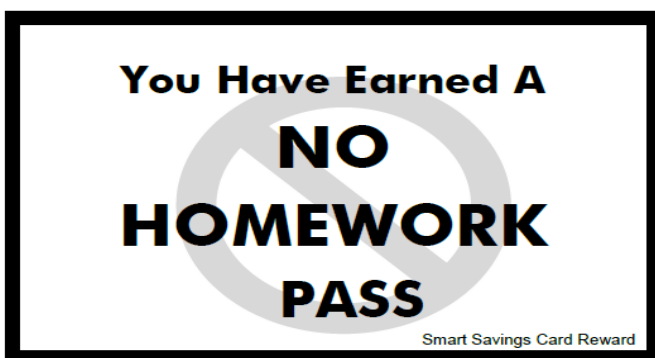
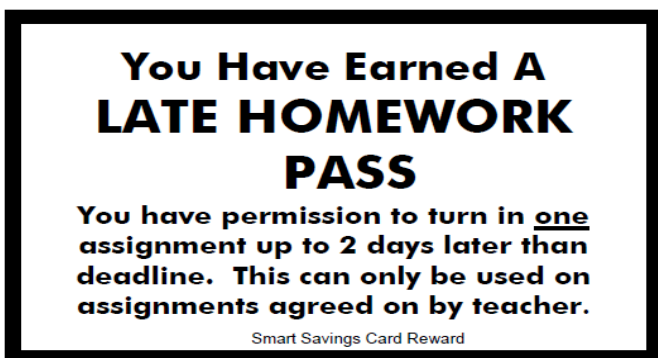
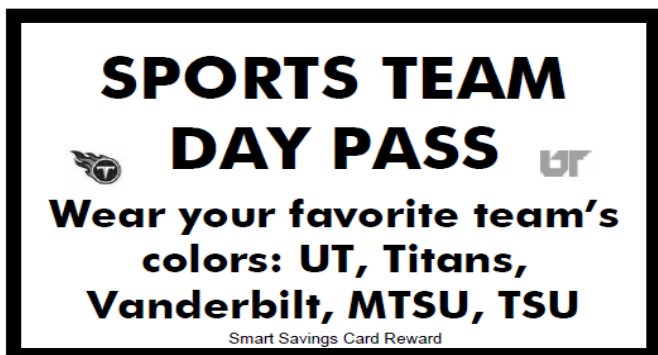
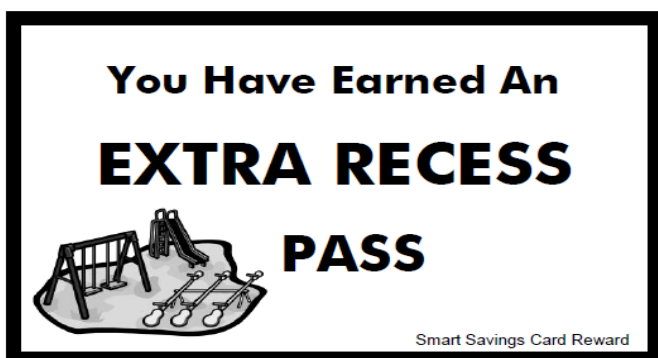
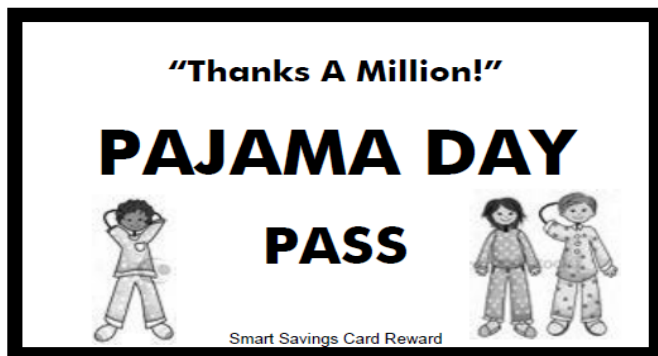
Treasure Chest – Early Orders get a small trinket i.e., piece of candy, ring, or stickers.

GET THE PRINCIPAL INVOLVED!

If school makes their goal the principal will receive a Pie in the face, slide in Jell-o or Whipped Cream, kiss a Pig, shave their head, color hair, paint face, dress up silly, or camp out on top of the school, all are just some fun examples to motivate your students to participate.

SUGGESTED DAY PASS IDEAS

Can be used for added rewards!



If you would like to use the Passes – simply ask your Sales Person for a Template Packet.

Parent Letter Strategies

The key to the Smart Savings Card Program is to educate the community on the uniqueness of the card itself and its ability to "help you raise money". **It is very important that the school letter appeal to your parents, explaining the program.** An effective letter will answer the following questions:

What is the purpose of the fundraiser?

How does MY child benefit?

How does the school benefit?

What is the length of the sale?

What materials are going home the first day?

What are our payment options?

SEE THE SAMPLE LETTER BELOW OR ASK YOUR SALES REP FOR EXAMPLES OR ASSISTANCE

Example Letter:

Please support our school!

WE NOW HAVE

THE SMART SAVINGS CARDS AVAILABLE!

Dear Parents, Friends, and Families:

We are excited to announce that we will be offering The Smart Savings Card to you for the next two weeks. The Smart Savings Card has over 100 businesses offering substantial savings for an entire year. There are perforated coupons to use for instant savings. You could potentially save hundreds of dollars by using it throughout the year! Cards are available for multiple Middle Tennessee counties.

The money raised from the sale will support teacher classroom needs, computers, copier supplies and projects to enhance your child's education. **Your child's teacher will earn \$4.00 per card** sold through their classroom to be used for classroom supplies.

If you would like to purchase one or more cards, please fill out your order form (envelope) return to the school with your payment. Be sure to write your child's name on the envelope. Two easy payment options are available: Cash or Check. Please make all checks payable to our school. **Orders must be turned in by September 12th.** We will send your cards home in the same envelope with your child within 2-3 school days.

Would you like to receive your card FREE?

Simply **sell 3 items** to any of your friends and neighbors and we will send a **FREE Smart Card** home with your child as shown on the prize sheet, **sell just 7 and receive a 2nd FREE Smart Card!**

Thank you for supporting our school,

Most Sincerely,

The PTO

Accounting & Closeout Instructions

STEP 1 Instructions for using the Classroom Accounting form(white)

- Use Classroom Teacher Accounting Form to track orders for each student
- Enter Classroom Teacher name (top left corner of page)
- Enter all Student names
- If Smart Cards are sent home, enter the number of Cards sent home for each student

Tracking Smart Card Sales:

- When an Envelope for Turn In #1 is returned by student, enter that total \$ under "Cash/Check Turned In" for that student. For City Saver – enter totals under Cash/Check Turned In – under City Saver.
- If you have more than one Turn in Day, you will repeat the process for each Turn in section for turn in #2 and #3
- In addition to using the printed Classroom Accounting Forms, we recommend using the Excel version because money totals and prizes will calculate automatically. Simply transfer your Prize totals to your Prize Order form. An example of the Prize Order Form is included in this documentation.
- If you are using only the printed version, you will need to manually calculate your totals.
- You will need to include your **Total items sold** on the Prize Order Form as well

Note: we recommend that you use the Excel version of the Classroom Accounting form because all of your totals will automatically calculate, saving you time!

- You can find it on our web site at: www.innovativefundinginc.com/classroom

Below is a sample of the Excel Classroom Accounting (white)Form:

Mrs. Jones		Smart Savings Card									City Saver Mobile App						Fundraising Totals					
		Smart Card Turn In #1		Smart Card Turn In #2 (Optional)			Smart Card Turn In #3 (Optional)			City Saver Mobile App Turn In #1		City Saver Mobile App Turn In #2 (Optional)			Smart Cards		City Saver Mobile App		Total Items Sold	Total Collected		
Enter Classroom / Team Name Above		Smart Cards Issued	Cash/Check Turned In	Smart Cards SOLD	Smart Cards Issued	Cash/Check Turned In	Smart Cards SOLD	Smart Cards Issued	Cash/Check Turned In	Smart Cards SOLD	City Saver Mobile App Issued	Cash/Check Turned In	City Saver Mobile App SOLD	City Saver Mobile App Issued	Cash/Check Turned In	City Saver Mobile App SOLD	Smart Card Cash Total	Total Smart Cards Sold			City Saver Cash /Check Total	Total City Saver Mobile App SOLD
List Student Names Below																						
Example		2	\$50	2	3	\$50	2	0	\$0	0	0	\$25	1	0	\$0	0	\$100	4	\$25	1	5	\$125
1	Samantha S.		\$125	5		\$25	1					\$75	3				\$150	6	\$75	3	9	\$225
2	Molly S.		\$50	2													\$50	2	\$0		2	\$50
3	Hanna H.		\$75	3		\$50	2					\$25	1				\$125	5	\$25	1	6	\$150
4	Jacob D.		\$25	1		\$25	1										\$50	2	\$0		2	\$50
5	Tanner Q.		\$700	28		\$400	16					\$200	8				\$1,100	44	\$200	8	52	\$1,300
6	Jessica G.		\$75	3		\$125	5					\$50	2				\$200	8	\$50	2	10	\$250
7	Nathan H.		\$800	32								\$25	1				\$800	32	\$25	1	33	\$825
8	Drew P.		\$100	4													\$100	4			4	\$100
9	Amber G.		\$150	6													\$150	6			6	\$150
Classroom Totals		0	\$2,100	84	0	\$625	25	0	\$0	0	0	\$375	15	0	\$0	0	\$2,725	109	\$375	15	124	\$3,100
PRIZE CALCULATOR Note: Prizes will auto calculate when form is completed as an Excel sheet.		1 Or More Sold Earned Prize (1)	3 Or More Sold Earned Prizes (1 & 3)	5 Or More Sold Earned Prizes (1,3,5)	7 Or More Sold Earned Prizes (1,3,5,7)	10 Or More Sold Earned Prizes (1,3,5,7,10)	15 Or More Sold Earned Prizes (1,3,5,7,10,15)	25 Or More Sold Earned Prizes (1,3,5,7,10,15,25)					50 Or More Sold Earned Prizes (1,3,5,7,10,15,25,50)									
		9	7	6	4	3	2	2					1									
		Remember: Prizes are cumulative. For Example: A Student who sells 50 or more Items will be taking home EVERY PRIZE LEVEL!!! CONGRATS!!!																				

STEP 2 Instructions for using the School Master Accounting Form (Yellow)

- Use School Master Accounting form to track totals for each Classroom.
- Enter School/Group name (top left corner of page)
- Enter all Classroom Teacher names
- Using the Sample below, transfer Sales totals from each Classroom Accounting Form.
- Your total sales will calculate automatically if using the Excel version
- Move to step 3 and create your prize order using the Classroom Accounting Forms
- Schedule a day and time to close out your sale with your sales Representative

Note: Using the excel format, you will see that all your Fundraising Totals and Profit breakdown will auto calculate.

Below is a sample of the School Master Accounting (Yellow)Form:

WWW.innovativefundinginc.com/school

		Smart Savings Card									City Saver Mobile App						Fundraising Totals					
Sample ES School		Smart Card Turn In #1		Smart Card Turn In #2 (Optional)			Smart Card Turn In #3 (Optional)			City Saver Mobile App Turn In #1			City Saver Mobile App Turn In #2 (Optional)			Smart Cards		City Saver Mobile App		Total Items Sold	Total Collected	
		Smart Cards Issued	Cash /Check Turned In	Smart Cards SOLD	Smart Cards Issued	Cash /Check Turned In	Smart Cards SOLD	Smart Cards Issued	Cash /Check Turned In	Smart Cards SOLD	City Saver Mobile App Issued	Cash /Check Turned In	City Saver Mobile App SOLD	City Saver Mobile App Issued	Cash /Check Turned In	City Saver Mobile App SOLD	Smart Card Cash /Check Total	Total Smart Cards Sold	City Saver Cash /Check Total			Total City Saver Mobile App SOLD
Enter School / Organization Name Above																						
List Teacher Names Below																						
Example Teacher/Leader			\$1,800	72	0	\$0	0	0	\$0	0	5	\$100	5	0	\$0	0	\$1,800	72	\$100	5	77	\$1,900
1	Mrs. Jones (from classroom form)		\$2,100	84		\$625	25					\$375	15				\$2,725	109	\$375	15	124	\$3,100
2	Mr. Rogers		\$925	37								\$150	6				\$925	37	\$150	6	43	\$1,075
3	Mrs. Butler		\$850	34		\$300	12					\$175	7				\$1,150	46	\$175	7	53	\$1,325
4	Mrs. Stone		\$1,450	58		\$375	15					\$225	9				\$1,825	73	\$225	9	82	\$2,050
5	Ms. Yoder		\$825	33		\$225	9					\$125	5				\$1,050	42	\$125	5	47	\$1,175
6	Ms. Stacy		\$1,775	71		\$475	19					\$350	14				\$2,250	90	\$350	14	104	\$2,600
7	Ms. Jackson		\$1,525	61		\$350	14					\$200	8				\$1,875	75	\$200	8	83	\$2,075
8	Mrs. Wilson		\$1,825	73		\$225	9					\$325	13				\$2,050	82	\$325	13	95	\$2,375
GRAND TOTALS		0	\$11,275	451	0	\$2,575	103	0	0	0	0	\$1,925	77	0	\$0	0	\$13,850	554	\$1,925	77	631	\$15,775
IMPORTANT INFORMATION TO HELP SIMPLIFY PROCESS: The School / Group Fundraising Seller Log AND the Classroom / Team Fundraising Seller Log are BOTH available online. Both sheets can be accessed @ www.innovativefundinginc.com/school and www.innovativefundinginc.com/classroom . When using the Classroom / Team Fundraising Sellers Log online format, your PRIZE totals, for each class / team, will calculate automatically. This will save you time and effort when calculating and/or transferring information to Prize Order Form											Remit Payment to: Innovative Funding, Inc. P.O. BOX 10838 Murfreesboro, TN 37129 Office: (615) 254-1259 FAX: (615) 240-2053						School / Group Profit (50% of Grand Total Fundraiser Income)				\$7,887.50	
																	Amount Due To Innovative Funding, Inc.				\$7,887.50	

STEP 3 PRIZE ORDER FORM- See Sample on next page.

- Use the Prize Order Form to total all the prizes earned by each classroom
 - Enter School/Organization name (top left corner)
 - Enter all Teacher names
 - Using each Classroom Accounting form, transfer the prize totals located on the bottom of the form, to the Prize Order Form
 - Once all Teacher prize information has been transferred, calculate each column to show total Prizes needed for each level. The Excel version Calculates as you go and is available online at www.innovativefundinginc.com/prizeform
 - Give us your actual totals for each level, we will pad your smaller levels to be sure you have some extra.
 - Prizes will be delivered when closing out your sale.

Email or text the completed Prize Order Form to your Smart Savings Card Representative or Fax to Innovative Funding, Inc. at (615) 240-2053

SAMPLE PRIZE ORDER FORM

Smart Savings Card Program

Contact Person: _____

PRIZE ORDER FORM

Phone Number: _____

Sample Elementary		Note: List below the prize totals from each Classroom Accounting Form								
Enter School / Organization Name Above		Total Items Sold	# of Students Selling 1 or more items	# of Students Selling 3 or more items	# of Students Selling 5 or more items	# of Students Selling 7 or more items	# of Students Selling 10 or more items	# of Students Selling 15 or more items	# of Students Selling 25 or more items	# of Students Selling 50 or more items
List Teacher Names Below										
Example Teacher Prize Totals Entry		93	14	6	6	4	3	2	1	1
1	Mr. Casper - K	21	5	5	3	3	1	1		
2	Mrs. Smith - K	8	2	2	1					
3	Mrs. Hayes - K	32	6	5	4	2	2	1		
4	Ms. Whooten - K	21	4	4	3	2	1	1		
5	Mr. Banks - K	41	5	4	4	2	2	1	1	
6	Mrs. Dillard - 1st	28	3	3	3	2	2	1	1	
7	Ms. Coomes - 1st	30	8	6	4	3	2	1		
8	Mr. Cambell - 1st	20	8	4	1	1	1			
9	Mrs. Rote - 1st	17	3	2	2	1	1			
10	Mrs. Holland - 1st	45	12	7	7	3	2	2	1	
11	Mr. Foote - 2nd	27	7	3	2	2	1	1		
12	Mrs. Preston - 2nd	32	11	7	4	3	1	1		
13	Mr. Scholer - 2nd	16	6	3	2	1				
14	Mrs. Dorris - 2nd	41	14	9	5	4	2	1		
15	Ms. Hannah - 2nd	18	7	3	3	2	2	1		
16	Mrs. Greene - 3rd	47	9	6	6	4	3	2		
17	Mrs. Hutchenson - 3rd	26	11	4	3	3	1			
18	Mr. Strong - 3rd	33	14	4	3	2	2	1		
19	Mrs. Wilson - 3rd	29	5	4	2	2	1	1		
20	Mrs. Keeler - 3rd	32	6	6	3	3	2	1		
21	Mrs. Sorrells - 4th	24	8	4	2	2	1	1		
22	Mrs. Duke - 4th	21	9	3	2	2	1			
23	Mrs. Easter - 4th	20	4	3	3	2	1	1		
24	Mrs. Bigsbee - 4th	86	12	5	4	2	2	2	2	1
25	Mrs. Cummings - 5th	17	4	3	2	1				
26	Mrs. Meaeros - 5th	23	8	3	3	2	1			
27										
28										
29										
30										
Totals		755	191	112	81	56	35	21	5	1

A copy of this order must be FAXED to (615) 240-2053 or E-mailed to your Smart Savings Card Sales Representative.

Hannah Carlson: ifhannahcarlson@gmail.com or Dwayne Hicks: ifdwayne@gmail.com

The Smart Savings Card Program

Invoice – Closeout info

- Once you know your final total sold, communicate that to your Sales Rep, and your Rep will send you a Closeout Invoice or bring a copy to the Close Out.
- A sample invoice is included below, and a blank copy is on the next page.



THE SMART SAVINGS CARD & CITY SAVER MOBILE PLUS PROGRAM - INVOICE - REMIT TO BELOW:

Sample School		INNOVATIVE FUNDING, INC. P.O. Box 10838 Murfreesboro, TN 37129 615-254-1259 OFFICE 615-240-2053 FAX				
School/Organization Name						
123 Sample Road						
School/Organization Address						
Sample	TN	33333				
City	ST	Zip				
Sample Principal		333-333-3333		Sample Rep		444-444-4444
Contact Name		Phone Number		Sales Representative		Cell #
Sample@email.sample			Samplerep@sample.com			
Email Address			Email Address			
Inventory Totals						
Quantity Received		Teacher & Prize Cards	Items Credited	Quantity Returned	Total Sold	
\$10 SMART SAVINGS CARDS	0				0	
\$25 SMART SAVINGS CARDS	1250	129	0	289	832	
\$25 CITY SAVER MOBILE APP	100	0	0	41	59	
Total Money						
\$10 Smart Savings Cards Sold			X \$10 each	\$0		
\$25 Smart Savings Cards Sold		832	X \$25 each	\$20,800		
\$25 City Saver Mobile App Sold		59	X \$25 each	\$1,475		
Grand Total of all Collections				\$22,275		
School Profit is 50% of all Collections				\$11,137.50		
Adjustments						
AMOUNT DUE TO INNOVATIVE FUNDING, INC.				\$11,137.50		

Please remit ONE Check made payable to INNOVATIVE FUNDING INC. - P.O. Box 10838 Murfreesboro, TN 37129.

Payment Received: _____ Check #: _____ Payment to be mailed: _____

Notes:	
<i>SMPL</i>	This form acknowledges that all cards and books have been returned unless otherwise noted above. Initial - YES, We intend to use the Smart Card Program next year & would like delivery at the same time.

Sample

Innovative Funding Representative Signature	
Sample	8/31/25
Print Name	Date



Sample

School or Organization Representative	
Sample	8/31/25
Print Name	Date



THE SMART SAVINGS CARD & CITY SAVER MOBILE APP PROGRAM - INVOICE - REMIT TO BELOW:

School/Organization Name School/Organization Address City ST Zip			INNOVATIVE FUNDING, INC. P.O. Box 10838 Murfreesboro, TN 37129 615-254-1259 OFFICE 615-240-2053 FAX											
							Contact Name		Phone Number		Sales Representative		Cell #	
							Email Address				Email Address			
							Inventory Totals							
Quantity Received			Teacher & Prize Cards		Items Credited		Quantity Returned		Total Sold					
\$10 SMART SAVINGS CARDS														
\$25 SMART SAVINGS CARDS														
\$25 CITY SAVER MOBILE APP														
Total Money														
\$10 Smart Savings Cards Sold					X \$10 each									
\$25 Smart Savings Cards Sold					X \$25 each									
\$25 City Saver Mobile App Sold					X \$25 each									
Grand Total of all Collections														
School Profit is 50% of all Collections														
Adjustments														
AMOUNT DUE TO INNOVATIVE FUNDING, INC.														

****Please remit ONE Check made payable to INNOVATIVE FUNDING INC. - P.O. Box 10838 Murfreesboro, TN 37129.****

Payment Received: _____ Check #: _____ Payment to be mailed: _____

Notes:

This form acknowledges that all cards and books have been returned unless otherwise noted above.
 Initial - YES, We intend to use the Smart Card Program next year & would like delivery at the same time.

Innovative Funding Representative Signature				School or Organization Representative	
Print Name	Date			Print Name	Date