



1875 50TH STREET E.
INVER GROVE HEIGHTS, MN 55077
PHONE (651) 457-4441 FAX (651) 457-0676

E-MAIL: wreaths@evergreenindustries.net
TOLL-FREE (800) 284-3048

ORGANIZATION DATA SHEET

YOUR GROUP'S OFFICIAL NAME _____

WREATH CHAIR PERSON'S NAME _____
(You will be our contact for all correspondence and invoicing)

YOUR STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

YOUR TELEPHONE: HOME () _____ CELL () _____

YOUR EMAIL ADDRESS _____

ARE YOU A PREVIOUS CUSTOMER? NO YES - Please give us your customer code: _____
 YES - But don't know my customer code.

WE PLAN TO PARTICIPATE IN THE "FRIENDS & FAMILY" PROGRAM YES NO (If yes, our office will contact you)

NUMBER OF PEOPLE WHO WILL BE ACTIVELY SELLING? _____

HOW MANY "SALES AIDS" DO YOU NEED? _____ HOW MANY DOOR HANGERS DO YOU NEED? _____

WE WILL MAKE OUR OWN CUSTOM SALES AID FROM THE WEBSITES SALES AID GENERATOR (please check box)

WHAT DATES DO YOU WISH DELIVERY (3-DAY RANGE) _____ (No deliveries made on
Please plan your delivery date at least a week before you plan delivery to your customers. Sundays or Holidays).

**NOTE: YOUR ORDER MUST BE RECEIVED MINIMUM OF 2 WEEKS BEFORE YOU EXPECT
DELIVERY OR NO LATER THAN NOVEMBER 15TH.**

OUR GROUP WISHES TO SELL THE FOLLOWING ITEMS

Outstate Customers: 48" - 84" wreaths
have shipping restrictions. Please
contact our office at (800) 284-3048
for additional information.

DECORATED WREATHS VELVET BOW

- BALSAM WREATH BALSAM/PINE WREATH
- 18 - INCH 25 - INCH 30 - INCH 36 - INCH
 48 - INCH 60 - INCH 72 - INCH 84 - INCH

OPTIONAL PLASTIC BAGGING

- WE WISH OUR 18 & 25 INCH ONLY
WREATHS TO BE BAGGED IN PLASTIC
NOTE - SEE PRICE LIST FOR ADDITIONAL

OPTIONAL VELVET BUTTON BOW

- WE WISH OUR 18" - 30" WREATHS TO HAVE
4-LOOP VELVET BUTTON BOWS.
NOTE - SEE PRICE LIST FOR ADDITIONAL COST

PREMIER WREATHS

All items come individually boxed

- Lake Superior Wreath
 Voyageur Wreath
 Itasca Wreath

SWAGS

- Balsam Door Swag - Velvet Bow Lake Superior Swag
 Mail Box Swag Voyageur Swag
 Diamond Swag Itasca Swag

GARLAND

- BALSAM BALSAM/PINE
- 15 - FOOT COIL 25 - FOOT COIL 50 - FOOT COIL 100 - FOOT COIL

SPECIALTY PRODUCTS

All items come individually

- Holiday Centerpiece Holiday Evergreen Ball Wild Rice
 Christmas Cane Spruce Tops Grave Stand
 Holiday Cross Door Hanger Individual Velvet Bow
 Small
 Large

ENROLL US IN THE 2025 DIRECT SHIP PROGRAM

YES

NO, not at this time

Gift-Boxed Wreath (Most Popular)
Holiday Centerpiece
25" Lake Superior Wreath
Lake Superior Swag

25" Voyageur Wreath
Voyageur Swag
25" Itasca Wreath
Itasca Swag

of Forms _____

SHIPPING INSTRUCTIONS

- EVERGREEN INDUSTRIES PLEASE SHIP PREPAID AND BILL US USING RATES SHOWN ON PRICE LIST.
- WE WILL PICK-UP OURSELVES, AND CALL AT LEAST THREE DAYS BEFORE SCHEDULED DATE TO ARRANGE PICK-UP TIME. FAILURE TO DO THIS WILL RESULT IN A DELAY!
- WE WILL MAKE OUR OWN FREIGHT ARRANGEMENTS AND INSTRUCT EVERGREEN INDUSTRIES ACCORDINGLY. WE ALSO WILL CALL EVERGREEN INDUSTRIES NO LATER THAN 3 DAYS BEFORE OUR CARRIER WILL ARRIVE TO PICK UP MATERIAL, WITH SCHEDULED DATE, TIME AND CARRIER NAME. WE UNDERSTAND THIS IS EXTREMELY IMPORTANT SO A SCHEDULE CAN BE SET UP FOR LOADING. FAILURE TO DO THIS WILL RESULT IN A DELAY!
- MINNESOTA CUSTOMER.

TERMS & CONDITIONS

1. WHEN PLACING YOUR ORDER, WE ASSUME ALL MATERIAL HAS BEEN PRE-SOLD AND NOT PURCHASED ON SPECULATION, THEREFORE NO CREDITS WILL BE ISSUED FOR UNSOLD PRODUCTS.
2. WE UNCONDITIONALLY GUARANTEE ALL OUR PRODUCTS FOR FRESHNESS AND QUALITY OF CONSTRUCTION. IF YOU RECEIVE ANY DEFECTIVE MATERIAL OR SHORTAGES, WE WILL IMMEDIATELY REPLACE OR CREDIT YOUR ACCOUNT AS LONG AS WE ARE NOTIFIED WITHIN 10 DAYS AFTER DELIVERY. CREDITS LIMITED TO QUOTED COST OF MATERIAL ONLY.
3. YOUR ORDER MUST BE PLACED NO LATER THAN 14 DAYS PRIOR TO THE FIRST DAY OF YOUR DELIVERY DATE RANGE OR NOT LATER THAN NOVEMBER 15th. IF THESE CONDITIONS ARE NOT MET YOUR ORDER WILL BE DELAYED, AND WILL VOID OUR "GUARANTEED RESERVATION AGREEMENT".
4. WE PRIDE OURSELVES ON THE RELIABILITY OF OUR DELIVERY, BUT CANNOT BE HELD RESPONSIBLE FOR UNMET DELIVERY DATES CAUSED BY TRUCKING DELAYS, STRIKES OR EMBARGOES. ALSO INCLUDED ARE BLIZZARDS, STORMS, FLOODS OR OTHER "ACTS OF GOD" WHICH AFFECT YOUR DELIVERY OR THE HARVESTING AND/OR PRODUCTION OF MATERIAL PRIOR TO DELIVERY. WE ALSO CANNOT BE HELD RESPONSIBLE FOR ANY SHORTAGES THAT OCCUR BECAUSE OF THE PREVIOUSLY MENTIONED REASONS. **UNDER NO CIRCUMSTANCES WILL CREDIT BE GIVEN FOR FREIGHT CHARGES.**
5. CUSTOMER MUST BE PREPARED TO ACCEPT DELIVERY OF MATERIAL DURING THEIR "THREE-DAY RANGE", AND ANY MODIFICATION, IF NOT APPROVED BY EVERGREEN INDUSTRIES, WILL RESULT IN THE ORDER BEING DELAYED.
6. IF YOUR ORDER ARRIVES VIA FEDEX OR COMMON CARRIER, IT IS YOUR RESPONSIBILITY TO NOTE ANY DAMAGE OR SHORTAGES ON THE FREIGHT BILL BEFORE SIGNING. **(THIS IS VERY IMPORTANT, AND WE SHOULD BE NOTIFIED IMMEDIATELY FOR REPLACEMENTS.)** ALSO, ANY OTHER FREIGHT CHARGES INCURRED AT DELIVERY TIME WILL BE PAID BY THE CONSIGNEE PRIOR TO DELIVERY.

OUR PAYMENT TERMS TO ALL QUALIFIED FUND-RAISING ORGANIZATIONS ARE **NET 30 DAYS FROM THE DAY YOU MAKE YOUR DELIVERY AND COLLECT YOUR FUNDS.** A SERVICE CHARGE MAY BE ADDED FOR ANY LATE PAYMENTS.

**IF YOU HAVE ANY QUESTIONS RELATING TO THIS DATA SHEET
CALL US TOLL-FREE 1 (800) 284-3048
GOOD LUCK THIS YEAR!**

I UNDERSTAND AND ACKNOWLEDGE THE TERMS AND CONDITIONS RELATING TO THE PURCHASE, PAYMENT AND DELIVERY OF MATERIAL ORDERED FROM EVERGREEN INDUSTRIES BY THE ORGANIZATION I REPRESENT.

SIGNED: _____

DATE: _____

<u>OFFICE USE ONLY</u>	
DATE ODS RCVD	_____
ENTD MASTER FL	_____
RESP LTR SENT	_____
"S.A." SENT	_____