

Write Stuff Agreement – TWS@School/Home

The Write Stuff's Commitment

- Quality products - brand names or quality alternatives
- Superior customer service
- No minimum order required
- Delivery cost included in quoted price (TWS@School)
- Personalized school storefront with 24/7 access –online sales only
- Kits available after sale for new families/late orders – online sales only
- No questions asked replacement policy - defective product? Call us! We will replace or refund.
- Flexible sale dates – we can design a sale together
- Electronic PDF order form – customized for your school
- “How to Host a Successful Sale” tips provided
- Return policy – www.write-stuff.com/shipping

School/Coordinator Responsibilities

- Choose a sale method: paper or online (see below)
- Confirm quoted kit contents are correct
- Complete a Sales Plan
- Advertise to parents (see Success Tips provided)
- Ship to School/Paper Sales: Tally orders, complete Summary Order Form, submit payment (parent organization/ school issued checks only), and tax exempt number by discount deadline
- Online Sales – use Coordinator Access to follow sale and download report for distribution if needed.
- Ship to School - Receive delivery at school (follow procedure provided in Receiving and Distribution PDF)
- Let us know if there are other questions or needs – we are here to help!

Benefits Exclusive to Hosting an Online Sale

Parents pay directly online; no checks to collect and deposit. Parent enters child's name directly in TWS site – creates student name labels. Coordinator has access to order reports 24/7. Instantly download order reports. Parent emails collected in orders; send reminders out about kit distribution.

