

TWS Supply Kit Sale Timeline

With good back and forth communication, a school supply sale can be active in just a few short weeks!

Returning
Customer

Log into your coordinator portal and print out last year's supply kit contents for your teachers to review. Ask them to write directly on these lists.

New
Customer

Submit your supply lists to your Account Specialist for the upcoming school year

TWS will send updated quotes. (Please allow 3-5 business days) A Sales Plan will be included for you to complete. This give us information on how to set up your storefront.

Send TWS completed Sales Plan and any corrections to the grade level kits. We will send revised quotes for your approval.

TWS will create a custom storefront, Parent Flyer and Reminders. An email will be sent with a preview of your school storefront. We recommend you go thru the order process to review all steps are correct. If satisfied, click "Approve " and your site is LIVE!

Advertise to parents. We have several PDF flyers for you to use. The more you tell the more you sell!

TIPS:

Spring Break – If you are going to be out of town, keep this in mind when planning communication with teacher and TWS.

Have time now? Set up your sale early! No one knows your site is live except you. You are in control of when to notify families to start shopping.

Have a school wide event? This is a great place to advertise.



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