

Group Consolidated Order Form Instructions

Please use this form to submit your Group Coffee Order. Please read and follow the instructions listed below.

STEP I: As you collect the order forms from your participants, list the summary of the results of each participant's sales on Participant Entry form.

STEP II: Fill in your Payment Information. Payment arrangements must be made in advance before the order can be shipped. If you would like to request payment terms you must email or fax a valid purchase order or a copy of your check made out for the amount due with the order. All other orders must be paid in advance. If you are paying by check, mail one check payable to SILVER CUP COFFEE. If you wish to pay by credit or debit card, we will prepare your order and then email an invoice to you. Please follow the instruction in the email to enter your credit card information.

STEP III: Upon completion, save and email this file to Fundraising@silvercupcoffee.com. All paid orders will go out as soon as they are ready, usually within 7 to 10 business days. Please allow 15 to 21 days for your order to arrive.

Thank you for choosing **SILVER CUP COFFEE** to help you with your fundraising project. Please do not hesitate to call if you have any questions or concerns.

SILVER CUP COFFEE, INC
16929 HWY 99 Ste. 100
Lynnwood, WA 98037
Toll Free Phone:800.311.7275
Fax: 425-741-3405

Item	Qty	Cost	Total
Gourmet Pack	0	\$3.00	\$ -
12 oz. Packages	74	\$5.50	\$ 407.00
Cappuccino	12	\$4.00	\$ 48.00

Total Group Profit

\$ 455.00

Shipping Information:

Contact Name:
 Business Name:
 Street Address:
 City, State & Zip:
 Phone Number:
 Email Address:

Total Items: 86.00
Total Amount Due: \$ 455.00

Paying by: Check CC

Participant's Name	Gourmet Pack 1	Blended Coffee						Flavored Coffee			Cappuccino			Retail Amount Collected	Invoice Amount
		French Roast		House Blend		Swiss Water Decaf		Cinn Hazel	French Vanilla	Irish Cream	French Vanilla	Turtle Sundae	Chai Tea		
		Ground	Whole Bean	Ground	Whole Bean	Ground	Whole Bean	Ground	Ground	Ground					
Grand Total of Items Sold:	0	10	17	10	10	7	4	7	6	3	3	7	2	\$ 910.00	\$ 455.00
1 Brad Pitt		2			1									\$ 33.00	\$ 18.00
2 John Kemp			1		1									\$ 22.00	\$ 12.00
3 Sally Fields			1			1						1		\$ 30.00	\$ 16.50
4 Mary Tyler Moore						1		1					1	\$ 30.00	\$ 16.50
5 Clint Eastwood							1	3				1		\$ 52.00	\$ 28.50
6 Keith Urban		2		1							1			\$ 41.00	\$ 22.50
7 Harry Potter		1												\$ 11.00	\$ 6.00
8 Steve Martin			1		1				1					\$ 33.00	\$ 18.00
9 The Donald						1				1		2		\$ 38.00	\$ 21.00
10 Jimmy Carter				3										\$ 33.00	\$ 18.00
11 Kobe Bryant		1				1					1			\$ 30.00	\$ 16.50
12 Candice Parker							1	1						\$ 22.00	\$ 12.00
13 Michael Jordan			1		1							1		\$ 30.00	\$ 16.50
14 Julia Child			2						1					\$ 33.00	\$ 18.00
15 John Grisham				1		1								\$ 22.00	\$ 12.00
16 Stevie Wonder						1		1	1	1				\$ 44.00	\$ 24.00
17 Bill Clinton		1		1										\$ 22.00	\$ 12.00
18 Rachel Ray			2		1									\$ 33.00	\$ 18.00
19 Martha Stewart			2				1						1	\$ 41.00	\$ 22.50
20 Nancy Pelosi						2								\$ 22.00	\$ 12.00

Item	Qty	Cost	Total
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12 oz. Packages	0	\$5.50	\$ -
Cappuccino	0	\$4.00	\$ -

Total Group Profit
\$ -

Shipping Information:

Contact Name: _____
 Business Name: _____
 Street Address: _____
 City, State & Zip: _____
 Phone Number: _____
 Email Address: _____
Paying by: Check CC

Total Items: -
Total Amount Due: \$ -

Participant's Name	Gourmet Pack 1	Blended Coffee						Flavored Coffee			Cappuccino			Retail Amount Collected	Invoice Amount	Profit For Your Group
		French Roast		House Blend		Swiss Water Decaf		Cinn Hazel	French Vanilla	Irish Cream	French Vanilla	Turtle Sundae	Chai Tea			
		Ground	Whole Bean	Ground	Whole Bean	Ground	Whole Bean	Ground	Ground	Ground						
Grand Total of Items Sold:	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
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