



P.O. BOX 340 • 410 HWY. 72 W.  
COLLIERVILLE, TN 38017  
WWW.FUNDCRAFT.COM • 800-853-1363

# COOKBOOK ORDER FORM

for office use only

Date Received \_\_\_\_\_

Prod. Number \_\_\_\_\_

**IMPORTANT:** This form must accompany your order. If this form is not completed in its entirety, Fundcraft reserves the right to make selections pertaining to colors, binder selections, etc., on the customer's behalf. Two (2) Representatives must sign this Order Form. All submission materials must be completed and included with your order. Submission of materials after your order has been received is subject to a \$25 minimum charge and may delay production. Coupons submitted after your order is received cannot be honored.

**NAME:** \_\_\_\_\_

Organization     Family     Individual     Business

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Day Phone: (    ) \_\_\_\_\_

Tennessee Sales Tax Exemption Number: \_\_\_\_\_ County: \_\_\_\_\_

Tennessee orders will be charged sales tax if no sales tax exemption certificate is submitted with order.

**CHAIRPERSON** Primary Contact for Order Questions

**ALTERNATE** in the event the Chairperson is unavailable

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Street: \_\_\_\_\_

Street: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_

Work Phone: (    ) \_\_\_\_\_

Work Phone: (    ) \_\_\_\_\_

Cell Phone: (    ) \_\_\_\_\_

Cell Phone: (    ) \_\_\_\_\_

Fax Number: (    ) \_\_\_\_\_

Fax Number: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

## BILLING & CORRESPONDENCE

The person listed will receive an order acknowledgement and online proofs.

Bill To: \_\_\_\_\_

Attention: \_\_\_\_\_

Street: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_

Work Phone: (    ) \_\_\_\_\_

Cell Phone: (    ) \_\_\_\_\_

Fax Number: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

## SHIPPING ADDRESS **DO NOT LIST A P. O. BOX**

Ship To: \_\_\_\_\_

Attention: \_\_\_\_\_

Street: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Day Phone: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

(check one)  Commercial Address     Residential Address

It's better to deliver to a business. Signature may be required for delivery.

## COOKBOOK SPECIFICATIONS

Number of Recipes in Book:     Number of Books Ordered:     Base Price Per Book:   
100 Book Minimum

Refer to the price chart to make sure you do not have too many recipes for the number of books ordered.

Refer to our cookbook step-by-step guide with questions about items on the order form.

- CHOOSE ONE**
- Customer Typed Book Using Short/Cut™ Typing Program (Page 11)** .....\$ .25/book  
web ID # \_\_\_\_\_ (\$300 maximum savings on any one order) ..... discount
  - Fundcraft to Type and Proof Recipes (Page 11)** .....**FREE**

**BINDING** (Page \_\_\_\_\_)

**Must choose ONE type of binding style**

- [ ] **Soft Cover with plastic comb binding** (Page 19) .....**FREE**  
(comb binding color – circle one) black red white brown dark green blue plum
- [ ] **Hard Cover with plastic comb binding** (Page 19) .....\$1.45/book  
(comb binding color – circle one) black red white brown dark green blue plum
- [ ] **Printing on Plastic Comb** (500 book minimum) (Page 19) .....\$.40/book  
(wording) \_\_\_\_\_ Timestep # \_\_\_\_\_  
(ink color – circle one) black red white brown dark green blue plum
- [ ] **Plastic Coil** (soft cover only – 300 recipe maximum) (Page 19) .....**FREE**  
(coil color – circle one) black red blue white
- [ ] **Perfect Binding** (Page 19) .....**FREE**
- [ ] **Three-Ring Padded Notebook** (Page 19) (600 recipe maximum) .....\$2.75/book  
(wording for spine) \_\_\_\_\_  
[ ] Add 3-ring notebook stand (Page 19) .....\$.50 Each
- [ ] **Ease-L-Back** (Page 19) (one recipe per page with easel stand – 300 recipe maximum) .....\$1.15/book

**COVER** (Page \_\_\_\_\_)

**Must choose ONE cover style**

- [ ] **Fundcraft full-color cover** (with black imprint) (Pages 20-32) .....**FREE**  
Design number \_\_\_\_\_ Timestep number (Page 37) \_\_\_\_\_ Clipart number (Page 60) \_\_\_\_\_  
(Complete cover layout sheet included with order form.)
- [ ] **Imprint ink color** (on front cover other than black) (Page 37) .....\$25/order  
(circle one) red orange kelly green dark green teal dark blue purple plum  
dark brown magenta light blue
- [ ] **Fundcraft Black and White Front Cover Design** (Pages 52-55) .....**FREE**
- [ ] **Customer Designed Full-Color Front Cover** (Pages 33-35) .....\$.25/book
- [ ] **Customer Designed Black and White Front Cover Design** (Page 36) .....**FREE**
- [ ] **Imprint ink color** (on front cover other than black) .....\$25/order  
(circle one) red orange kelly green dark green teal dark blue purple plum  
dark brown magenta light blue

**OTHER COVER OPTIONS**

**Choose any that apply**

- [ ] **Customer Designed Full-Color Back Cover** (Page 20) .....\$.25/book  
(Free on orders of 500 books or more)
- [ ] **Full-Color Print on Inside Front or Inside Back Cover** (Page 20) .....\$.25/cover  
(circle one) inside front inside back per book
- [ ] **Black and White Print on Inside Front, Inside Back or Back Cover** .....\$.15/cover  
(Page 20) (circle one) inside front inside back outside back per book
- [ ] **Lamination on Front and Back Cover** (Page 19) .....**FREE**
- [ ] **Lamination on Inside Front and Inside Back Cover** (Page 19) .....\$.15/book
- [ ] **Gold or Silver Foil Stamping** (Page 37) ..... 200 Books .....\$.80/book
- Circle One** ..... 500 Books .....\$.55/book
- Gold ..... 1,000 Books .....\$.35/book
- Silver ..... 2,000 Books .....\$.25/book

# SECTION DIVIDERS

(Page \_\_\_\_\_) (Section Titles on Fundcraft Full-Color Dividers cannot be changed)

**Price  
Per Book**

- [ ] ***Fundcraft Full-Color Divider Designs*** (Page 39-51) (7 sections) Design # \_\_\_\_\_ **FREE**  
 (Standard Helpful Cooking Hints printed on back at no additional charge)  
 (Hints cannot be omitted on Fundcraft Full-Color Divider Designs)
- [ ] ***Fundcraft Black & White Divider Designs*** (Page 52-57) (8 sections) Design # \_\_\_\_\_ **FREE**  
 (Standard Helpful Cooking Hints printed on back at no additional charge) [ ] **Omit Backs**  
 (Please list section titles in space provided at the bottom of the page) Clip Art # \_\_\_\_\_ (D63 only)
- [ ] ***Customer Designed Black & White Divider Designs*** (Page 38) (8 sections) **FREE**  
 (Please list section titles in space provided at the bottom of the page)  
 (Standard Helpful Cooking Hints printed on back at no additional charge)  
 [ ] **Omit Backs** (Page 60)
- [ ] ***Imprint ink color*** (on customer designed black and white dividers other than black) ..... **\$75/order**  
 (circle one) red dark blue dark green brown plum
- [ ] ***Customer Designed Black & White Print on Back of Dividers*** (Page 38) ..... **\$.04**  
 per divider/book
- [ ] ***Customer Designed Full-Color Divider Designs*** (Page 38) ..... **\$.05**  
 (Please list section titles in space provided at the bottom of the page)  
 (Standard Helpful Cooking Hints printed on back at no additional charge)  
 [ ] **Omit Backs** (Page 60) per divider/book
- [ ] ***Customer Designed Full-Color Print on Back of Dividers*** (Page 38) ..... **\$.05**  
 per divider/book
- [ ] ***Divider Paper Colors*** (Page 60) (other than white) ..... **\$75.00/order**  
 (circle one) off white gray green blue
- [ ] ***Section Dividers Printed on Heavy Card Stock*** (Page 38) (No Tabs – White only) ..... **\$.05**  
 per divider/book

# TABBED SECTION DIVIDERS

(Tab dividers are always collated in book)  
(300 book minimum)


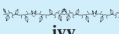



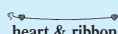

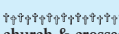

- [ ] ***Fundcraft or Customer Designed Black & White Tabbed Dividers*** (Page 61) ..... **\$.06**  
 [ ] Regular Tabs [ ] Round Tabs Fundcraft Design # \_\_\_\_\_ per tab/book  
 (Please list section titles for black & white tabbed dividers in space provided at the bottom of the page)
- [ ] ***Fundcraft or Customer Designed Full-Color Tabbed Dividers*** (Page 61) ..... **\$.08**  
 [ ] Regular Tabs [ ] Round Tabs Fundcraft Design # \_\_\_\_\_ per tab/book  
 (Please list section titles for customer designed full-color tabbed dividers in space provided at the bottom of the page)  
 (Section titles on Fundcraft full-color standard tabbed dividers cannot be changed)
- [ ] ***Fundcraft Standard Cooking Hints on Back of Tabbed Dividers*** (Page 38) ..... **FREE**
- [ ] ***Customer Designed Black & White Tabbed Divider Backs*** (Page 38) ..... **\$.04**  
 per divider/book
- [ ] ***Customer Designed Full-Color Tabbed Divider Backs*** (Page 38) ..... **\$.05**  
 per tab/book
- [ ] ***6 x 9 Coil-Bound Recipe Page Tab Book*** (Page 61) (every recipe page tab cut) ..... **\$2.50/book**

***Recipe Section Titles*** (for all customer designed color, black and white and tab dividers & Fundcraft black & white)

1. _____	5. _____
2. _____	6. _____
3. _____	7. _____
4. _____	8. _____

## RECIPE PAGES

Price  
Per Book

- [ ] **Recipe Formats** (must choose ONE format) (Pages 62-63) .....FREE  
 (circle one) F6 F7 F14 F15 F16
- CHOOSE ONE**
- [ ] **Continued Recipe Format** (recipes continue to next page) (Pages 62-63) .....FREE
- [ ] **Non-Continued Recipe Format** (recipes do not continue to next page) (Page 64) .....\$20/book
- [ ] **No Fillers**
- [ ] **Fundcraft Filler Text or Filler Art** .....\$15/book  
 art or text filler design number \_\_\_\_\_
- [ ] **Customer Filler Text or Filler Art** (enclosed) .....\$25/book
- [ ] **Recipe Page Graphics Package** (not available for Ease-L-Back) (Page 63) .....FREE
- (circle one)  music  ivy  family gathering  winning recipes  school time  heart & ribbons
-  fresh garland  church & crosses  no graphics **Must choose ONE graphics package**
- [ ] **Recipes Notes** (under recipes – four line maximum) (Page 64) .....\$25/book
- [ ] **Standard 60# White Paper with Black Ink** (Page 65) .....FREE
- [ ] **Off-White Paper with Black Ink** (Page 65) .....\$10/book
- [ ] **Designer Background paper** (Page 65) .....\$75/book  
 (circle one) flag cross troops pink ribbon
- [ ] **Extra Long Recipes** (averages 2 recipes per page) (could move base cost to next bracket)
- [ ] **Table of Contents Page** (Page 66) .....FREE
- [ ] **Recipe Index** (alphabetized within category) (Page 66) .....FREE
- [ ] **Contributors Index** (optional) (Page 66) .....FREE
- [ ] **Omit**
- [ ] **Special Recipe Symbols** (Page 64) .....FREE

## RECIPE PROOF COPY (Page 13)

- [ ] **Proof Copy Posted Online** (applies to Fundcraft typed books) .....FREE
- [ ] **Short/Cut™ Typed Books Proof Copy Posted Online** .....\$25/proof
- [ ] **Additional Cover or Recipe Proof** (posted online) .....\$25/proof
- [ ] **Hard Copy Proof of Entire Book** (mailed FedEx or UPS) .....\$35/proof
- [ ] **Hard Copy Proof** (no recipes) .....\$25/proof  
 (cover, customer designed dividers, advertising pages and local information pages only)

## LOCAL INFORMATION PAGES (Page 66)

*Price  
Per Book*

- Four Pages with One Black & White Photo*** .....**FREE**
- Additional Local Information Pages*** .....**\$.04**  
(Per page charge is one side of the printed page.) per page/book
- Additional Black & White Photos*** .....**\$.04**  
per photo/book
- Full-Color Photos on Local Information Pages*** .....**\$.20**  
per photo/book
- Omit Local Information Pages***

***Local Information Pages*** (This is the order they will appear in book.)

1. <input style="width: 90%;" type="text"/> 2. <input style="width: 90%;" type="text"/> 3. <input style="width: 90%;" type="text"/> 4. <input style="width: 90%;" type="text"/>	5. <input style="width: 90%;" type="text"/> 6. <input style="width: 90%;" type="text"/> 7. <input style="width: 90%;" type="text"/> 8. <input style="width: 90%;" type="text"/>
--	--

- Special Occasion Dedication Page (Page 68)*** .....**FREE**  
(circle one) Valentine's Day Easter Mother's Day Memorial Day Wedding Day  
 Fourth of July Family Reunion Thanksgiving Christmas
- Omit***

## MAIL ORDER PAGE (Page 66)

- Include*** .....**FREE**  
(must complete all information to include page in book)  
 Organization Name: \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Selling price (per book) \$ \_\_\_\_\_ Postage/Handling price \$ \_\_\_\_\_
- Omit***

## SPECIAL INSTRUCTIONS

---



---



---



---

## MERCHANT ADVERTISING (Page 15)

Price  
Per Book

- [ ] Advertising from Local Merchants.....\$40/page  
(combination full, 1/2, 1/3, 1/4, 1/6, 1/8 or booster ads)
- [ ] Advertising on Inside Front, Inside Back or Outside Back Covers .....\$50/page
- [ ] Photo on Advertising Pages .....\$15/photo
- [ ] Advertising Pages Camera Ready (submitted in PDF format) .....\$20/page

## SALES MATERIAL

- [ ] ISBN Number (printed on outside back cover) (Page 69) .....\$75/order
- [ ] Counter Display Boxes (not available for 3-ring notebooks) (Page 69) .....\$1.50/each
- [ ] Advertising Sales Booklet (Page 15).....FREE

## COOKBOOK EXTRAS

- [ ] Clear Plastic Recipe Pocket (Page 67) .....\$.20/book
- [ ] Your Cookbook on CD (Page 72) (15 free cookbooks also on each disk – 25 minimum order).....\$3.50/each
- [ ] 16-Page Helpful Cooking Hints Section (Page 67) .....FREE
- [ ] Omit
- [ ] Additional 16-Page Supplementary Inserts (Page 67).....\$.25/book  
(circle one) Household Hints Motivational Quotes Heart Healthy Recipes  
Devotional Sayings

## NORMAL PRODUCTION TIME

*Production time is longer for orders with specialty options such as 3-ring notebook, hard cover, tabs, etc. & during our peak season*

- [ ] Normal Production Time (Page 70)  
(books typed and proofed by Fundcraft) .....35-50 working days
- [ ] Recipes Submitted using Short/Cut™ Typing Program .....25-30 working days
- [ ] Reprints .....15 working days
- [ ] Rush Service .....25 working days

*(We do not accept rush orders during the month of November.)  
(Rush orders have a 15% upcharge or \$200 minimum, whichever is greater)*

Coupon Discounts \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_  
discount number of books subtract this amount

Short/Cut™ typing program discount \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_  
\$.25¢ per book number of books savings

Short/Cut™ and all coupons have a maximum savings per order of \$300.00. **Coupons must accompany your order** and cannot be combined with any other discounts.





# Cookbook Price Chart *Base cost for standard cookbooks*

## FREE FEATURES

*In every book. Included in base cost:*

- Fundcraft full-color front cover.
- Custom black & white front cover.
- Lamination on front and back cover.
- Plastic comb, plastic coil binding or perfect binding
- Selection of full-color and black & white divider designs.
- Tab dividers collated in books.
- Special occasion dedication page.
- Local information pages (up to 4 free, including 1 black & white photo)
- Recipe pages, printed in black ink on white 60# text paper.
- 5 standard recipe formats
- Continued recipes.
- Black & white page graphics.
- Special recipe symbols.
- Recipe typing and proofing.
- Table of contents.
- Index of recipes & contributors.
- Mail order page.
- 16-page helpful cooking hints section.
- Online proof copy (Fundcraft typed books).
- Cookbooks to help defray shipping costs.
- **ShortCurl™** recipe typing software.
- Recipe collection forms.
- Internet advertising of your cookbook.
- Working with the pioneer of fundraising cookbooks.

To find the base cost of your cookbook, read down the first column to the number of recipes your book contains. Then read across to the column indicating the number of cookbooks you plan to order.

Number of Recipes	NUMBER OF COOKBOOKS															*SUGGESTED SELLING PRICE	YOUR PROFIT PER BOOK
	100	200	300	400	500	600	700	800	900	1000	1500	2000					
Up to 150	\$4.30	\$2.90	\$2.80	\$2.65	\$2.45	\$2.40	\$2.35	\$2.30	\$2.25	\$2.20	\$2.15	\$2.10	\$8.00 - \$12.00	\$3.70 - \$9.90			
151 to 200	5.10	3.15	2.95	2.75	2.65	2.55	2.50	2.45	2.40	2.35	2.30	2.15	9.00 - 13.00	3.90 - 10.85			
201 to 250	5.60	3.45	3.30	3.00	2.80	2.75	2.70	2.65	2.60	2.55	2.40	2.35	9.50 - 13.50	3.90 - 11.15			
251 to 300	6.10	3.80	3.40	3.30	3.10	3.05	3.00	2.95	2.90	2.85	2.65	2.55	10.00 - 14.00	3.90 - 11.45			
301 to 350	6.45	3.95	3.65	3.60	3.20	3.15	3.10	3.05	3.00	2.95	2.85	2.70	10.50 - 14.50	4.05 - 11.80			
351 to 400	6.95	4.25	4.05	3.75	3.50	3.40	3.35	3.30	3.25	3.20	3.05	2.90	11.00 - 15.00	4.05 - 12.10			
401 to 450		4.65	4.35	3.95	3.75	3.65	3.60	3.55	3.50	3.45	3.25	3.10	11.50 - 15.50	6.85 - 12.40			
451 to 500			4.50	4.30	4.05	3.95	3.90	3.85	3.80	3.75	3.55	3.35	12.00 - 16.00	7.50 - 12.65			
501 to 550			4.80	4.60	4.40	4.20	4.15	4.10	4.05	4.00	3.80	3.55	12.50 - 16.50	7.70 - 12.95			
551 to 600			5.10	4.90	4.70	4.50	4.40	4.35	4.30	4.25	4.05	3.75	13.00 - 17.00	7.90 - 13.25			
601 to 650			5.75	5.20	5.00	4.85	4.65	4.60	4.55	4.50	4.40	4.05	13.50 - 17.50	7.75 - 13.45			
651 to 700				5.75	5.20	5.05	4.90	4.85	4.80	4.75	4.55	4.45	14.00 - 18.00	8.25 - 13.55			
701 to 750				6.05	5.60	5.45	5.30	5.10	5.05	5.00	4.80	4.55	14.50 - 18.50	8.45 - 13.95			
751 to 800				6.25	5.95	5.75	5.55	5.35	5.30	5.25	5.05	4.65	15.00 - 19.00	8.75 - 14.35			

Prices subject to change without notice, but no order will be printed without prior notification to the customer. All orders subject to 10% overrun or underrun.  
 \*These are recommended prices only to qualify for our Sales Guarantee Program. Your books can be sold at any price you choose.