



Thank you for making these beautiful, unique gift items available to your local church and community. With tourism in an extreme decline in the Bethlehem area, [www.HolyLand-Gifts.com](http://www.HolyLand-Gifts.com) has been providing the sales of olivewood through +200 churches for over 14 years. There is no financial commitment on the part of your church or group, only a desire to help financially struggling Christians in Bethlehem by making olivewood gifts available.

Here are a few statements that have been made by church participants who have assisted their church or group in olivewood sales:

- "This is the easiest mission project our church has ever done".
- "We didn't do the selling, the unique products sold themselves!"
- "We are always looking for that special gift and now we have found it".
- "We look forward to providing these beautiful gifts to our members again next year."

Thank you again for working with us to provide these meaningful and inspirational hand-crafted gifts from Bethlehem. Your support is greatly appreciated.

If you have any questions - please call, email, or visit our website.

God Bless, Andrew Zahn - HolyLand-Gifts

# Holyland-Gifts

## HELPFUL GUIDELINES

### COORDINATION

- No money is required up front
- Identify one main COORDINATOR to simplify communications and logistics
- Schedule the fundraiser/mission project to last a minimum of 3 weeks
- Enlist a few volunteers for advertising, set up and sales
- ADVERTISE, ADVERTISE, ADVERTISE – success is up to you!!

### ADVERTISING AND PROMOTION

- Advertise 2-3 weeks in advance of the fundraiser through typical promotional sources – bulletins, newsletters, posters, flyers, email, worship announcement and local newspapers
- Display a few samples **during your worship** service and highlight the significance
- During worship service announcements, discuss the Christians in Bethlehem and your group's intended use of the 25% your local group is earning

### SET UP AND TELL ALL STAFF

- 25% of total sales are retained by your local group
- Display items in a **HIGHLY visible location** – AVOID obscure, hidden areas & classrooms
- Use the HolyLand-Gifts brochure and individual order form to match items, prices, sizes
- All necklaces are wrapped in Arabic newspaper and cords are genuine leather

### TAKING ORDERS

- Each customer should fill out an **individual order form** with items needed, quantity and total price for their order
- When all sales are completed, one **MASTER ORDER form** should be completed by your coordinator with **TOTALS OF ALL ITEMS SOLD**  
This form will also provide a formula for figuring the 75% you will send to Holyland-Gifts

### PAYMENT AND PRICING

- Ensure all checks are made payable to **"YOUR local organization"**
- Keep in mind more than 75% of the items are priced \$15.00 or less

Send "**MASTER ORDER FORM**" and a "**CHECK for 75% of TOTAL SALES**" to:  
Andrew Zahn - 66 Ruger Circle - Monett MO 65708

**Please make final check payable to: "HOLYLAND-GIFTS"**  
Any questions or problems, please call (417) 393-9185

# FINAL PHASE

## Completing the fundraiser

Once all sales are complete, please **use the MASTER ORDER FORM** and tally all individual sales on this form. Total all sales in the upper right corner. Your church will immediately keep 25% of this amount. Make a check payable to HolyLand-Gifts for the remaining 75%:

Total sales x .25 = 25% to your local organization  
Total sales x .75 = 75% payable to HolyLand-Gifts

### **Send MASTER ORDER AND PAYMENT to:**

Andrew Zahn  
66 Ruger Circle  
Monett MO 65708

Send:

- 1) Check made payable to HolyLand-Gifts for 75% of total sales
- 2) MASTER ORDER FORM with all sales accounted for

**PLEASE READ THE FOLLOWING INFORMATION CAREFULLY** - Once I receive your MASTER ORDER FORM with the total number of requested items, **I will subtract** one of each item requested, since you will still have all DISPLAY KIT gift items. For example, if your total order requests 5 Praying Hands, I will only send you 4 since you will use one of the Praying Hands from the display kit to fulfill your final orders. If you have sold at least one of each item, this will dramatically cut down on any items you will need to ship back to us. From the date you ship us your MASTER ORDER and payment, you can expect to see your gift items in about 10 days (depends on shipping location). Once we receive your MASTER ORDER, we can normally complete your order and ship your items in 24-48 hours.

Remember, **you will use items** from your DISPLAY KIT to fill orders **AFTER** all sales are completed.

**Any items that are unsold, please keep and continue to make those items available for sale through Christmas. Some members of your church may have forgotten to purchase gifts for friends or family members. Other members might have been absent or forgot to bring money. All remaining unsold items normally sell if they are made available. After Christmas, mail back any unsold items along with final payment.**

**REMINDER:** Confirm each individual placing an order includes their telephone number on their order form. This makes it easier for you to contact them if they have not picked up their order yet.

**SUGGESTION:** When filling orders, it is easiest if you place each individual order in a separate sack and then staple their individual order form to the top of the sack. This makes it very easy to hand out individual orders. It also helps you know who to call if they haven't picked up their order.

Thank you and God Bless,  
Andrew Zahn  
[www.HolyLand-Gifts.com](http://www.HolyLand-Gifts.com)  
(417) 393-9185