

Tea Towel
KEEPSAKES

Fundraising

Memories for keeps
from our family to yours



How it works...

SO SIMPLE IT'S FUN!!!

1

DOWNLOAD DRAWING GUIDE

Print and distribute to each student.

2

CREATE ARTWORK

Using a **BLACK** marker, children draw their image.

3

CLASS LIST

Name and number each drawing corresponding to the CLASS LIST available to download on our website.

4

DESIGN

Download and complete DESIGN SELECTION form.
Select layout and border.

5

COLLATE & RETURN

Collate clearly labelled drawings, class list/s and design selection forms.
Email fundraising@ttkeepsakes.com.au for a pre-paid return label. Send to TTK.

6

DRAFT ARTWORK

Allow 5-7 days for TTK to create & email through draft artwork.
(7-10 days for whole school designs).

7

APPROVE & PROMOTE

An approval form will be emailed to you along with your draft artwork to note any changes required. Pay attention to spelling! Time to **PROMOTE!!** Our team will email a custom marketing poster for you to use. The more you order the more **\$\$\$ you raise**.

8

ORDER

Once artwork has been finalised complete and return your order form.

9

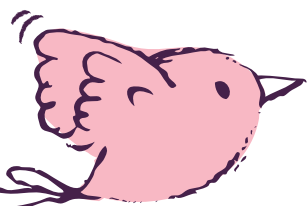
DISPATCH

Once artwork has been confirmed and order received, allow 2 weeks for your order to be dispatched. Payment must be received before an order is sent.
All orders received after 8th Nov 2024, will be sent via express post at the clients expense.



Tea Towel

KEEPSAKES



Early Bird SPECIAL



DRAWINGS TO BE RECEIVED BY 26th JULY 2024 to be eligible



ORDER 50, RECEIVE 5 FREE

ORDER 100, RECEIVE 10 FREE

ORDER 200, RECEIVE 20 FREE

ORDER 300, RECEIVE 30 FREE

ORDER 400, RECEIVE 40 FREE

ORDER 500, RECEIVE 50 FREE



- One offer per organisation.
- Drawings must be received by 26th July 2024.
- Orders must be placed by the 20th September 2024.



Family owned, operated, designed & printed in Australia.
www.teatowelkeepsakes.com.au/fundraising

fundraising@ttkeepsakes.com.au • 0498 010 892 • 24 Lyppards Road, Langwarrin VIC 3910

FUNDRAISING PRICING

1 Colour Print Price Guide

QTY (per design)	COTTON TEA TOWEL (white)	PREMIUM COTTON TEA TOWEL (white or natural)	POSTAGE/ FREIGHT STANDARD
300+	\$7.50	\$8.00	\$47.50
200+	\$8.50	\$9.00	\$42.50
150+	\$9.00	\$9.50	\$39.50
100+	\$9.50	\$10.00	\$34.50
50+	\$10.50	\$11.00	\$29.50
25+	\$16.00	\$17.00	\$19.50

Pricing includes artwork, set up, garment, print and GST. Price is calculated by each INDIVIDUAL PRINTED DESIGN, not total amount ordered. Please note min. order requirements per design.

Profit Guide

Profits based on tea towels sold at \$16.00 each. This price is a guide only, you determine the selling price!

QTY	COTTON TEA TOWEL
500	\$4,250.00
300	\$2,550.00
200	\$1,500.00
150	\$1,050.00
100	\$650.00
50	\$275.00

BOOK
NOW

Min. Order Requirement

Minimum order requirements apply PER DESIGN. If minimum is not met, you will be charged at the required amount.

No. IMAGES	MIN. ORDER REQUIREMENT
15+	25
50+	40
100	75
150	100
200	125
300	200

General Info

100% Cotton tea towels are slightly smaller however still print beautifully.
 100% Cotton PREMIUM tea towels are our best seller, they're larger with a tighter, brighter, heavier weave.
 Natural or unbleached also available in Premium Cotton. Postage/handling is applied to **EVERY** order.
 If artwork has been created and an order is not placed a \$300.00 artwork fee will be charged **PER design** will apply. Artwork remains property of TTK and may not be reproduced without consent.

FUNDRAISING PRICING

GROUP DESIGN



LOOKING FOR MORE

Colour?
CHOOSE OUR FULL COLOUR PRINTING

Run, the same way as our 1 colour Fundraising activity, only UNLIMITED colour!! Individual images are arranged into a group design and digitally printed.

Full Colour Print Price Guide

QUANTITY (PER DESIGN)	COTTON TEA TOWEL	PREMIUM COTTON TEA TOWEL	POSTAGE/FREIGHT STANDARD
300	\$13.00	\$14.00	\$47.50
200	\$14.00	\$15.00	\$42.50
150	\$14.50	\$15.50	\$39.50
100	\$15.00	\$16.00	\$34.50
50	\$17.00	\$18.00	\$29.50
Min 20*	\$19.00	\$20.00	\$19.50

Pricing includes artwork, set up, garment, print and GST.

Min. Order Requirement - per design

Minimum order requirements apply PER DESIGN. If minimum is not met, you will be charged at the required amount. If artwork has been created and an order is not placed a \$300.00 artwork fee will be charged PER design.

Min. Order x 20 on all full colour printing.

No. Images	15+	50+	100	150	200	300
Min Order	20	40	75	100	125	200

INDIVIDUAL DESIGN

Here's where the artistic license goes into overdrive. Each child designs and creates their very own tea towel!!

- Full colour digital print to 100% Cotton **Premium** tea towel • Min. order of 20 • Price includes set up, garment, print and GST.

\$19.95
each
min order 20



Fundraising TIPS

Get the most out of your fundraiser!

Make sure your fundraiser stays at the front of everyones mind by showcasing it in as many different places as you can.

IDEAS TO BE SEEN

- Put posters up in all high traffic areas
- Use our templates to post on your social media pages
- Add a note to your homepage on your website
- Add it to you school/organisations newsletter or app
- Send out a customised email

HAVE A GOAL

Explain your fundraising goal and what you are raising money for. People are more likely to get involved if they know they can help achieve something.

REMIND REGULARLY

Life gets busy and its easy for people to forget. Regularly remind them about the upcoming deadlines.

CREATE INCENTIVES

for bulk orders offer deals
eg. 1 x tea towel for \$15
2 x tea towels for \$28
3 x tea towels for \$39

Check out
our downloadable
resources here →

We are here to help! Any questions please contact us.

www.teatowelkeepsakes.com.au • fundraising@ttkeepsakes.com.au • 0498 010 892

Tea Towel
KEEPSAKES



LET'S GET STARTED

Design A

Individual class design



OR



Design B

Combined Classes

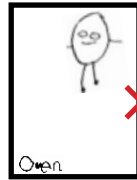
Max. 350 images per design – we type names
Max. 250 images – children can write own names
We recommend head & shoulders for 200+ images

CREATING ARTWORK



Drawings

- Download DRAWING GUIDE
- BLACK marker only.
- Name/number each drawing
- Unlimited use of colour for FULL COLOUR designs only.



Handwritten names

- Children to write name under drawing
- BLACK marker only
- Images will appear as presented
- Please send in order of CLASS LIST



Hand prints

- Use half an A4 page..
- BLACK ink only
- Clearly name/number

PROCESS TO CREATE YOUR TEA TOWEL

1. CLASS LIST using the drawing guide provided - each student complete's their drawing. Ensure each drawing is clearly named and numbered and corresponds to the CLASS LIST. Submit drawings in numerical order, drawings will be set up in the order they are received. Please send in alphabetical order if this is how you would like to your design presented.

2. COLLATE & RETURN gather artwork, class lists, design forms and b&w logo if required:

ARTWORK CLASS LIST/S DESIGN FORM/S B&W LOGO

Email fundraising@ttkeepsakes.com.au and we will send you an Aus Post return label:

TEA TOWEL KEEPSAKES

24 Lyppards Road, Langwarrin, VIC 3910

3. DRAFT ARTWORK once drawings arrive, allow 5-7 days for draft artwork to be emailed through (7-10 days for whole school/larger designs) along with an approval form along to note any changes required. We will go back and forth with minor changes until you are happy with the final print ready design.

4. ORDER FORM once you are happy with your final design and order quantities are known, complete and return your order form via email to: fundraising@ttkeepsakes.com.au

5. PAYMENT an invoice will be generated once we receive your order form. Please do not send an order form with your drawings- not required until artwork has been approved. Keep advertising right until the very end!

6. DISPATCH allow 2weeks for your order to be dispatched. Goods will be dispatched once payment has been received.

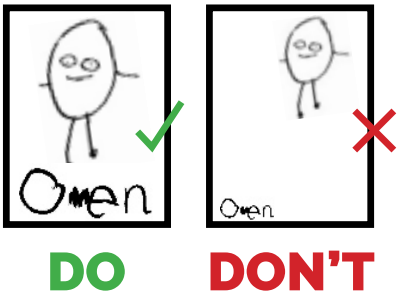
DRAWING GUIDE

IMPORTANT INFORMATION

- Draw in the CENTRE of the rectangle below - avoid the lines
- BLACK marker only - no pen, fine liner, greylead or pencil (exception - full colour designs)
- For best print result - SIMPLE, SOLID & BOLD
- No staples, sticky tape or clips
- For 200+ images, head/shoulders only. We type the names.



INSTRUCTIONS

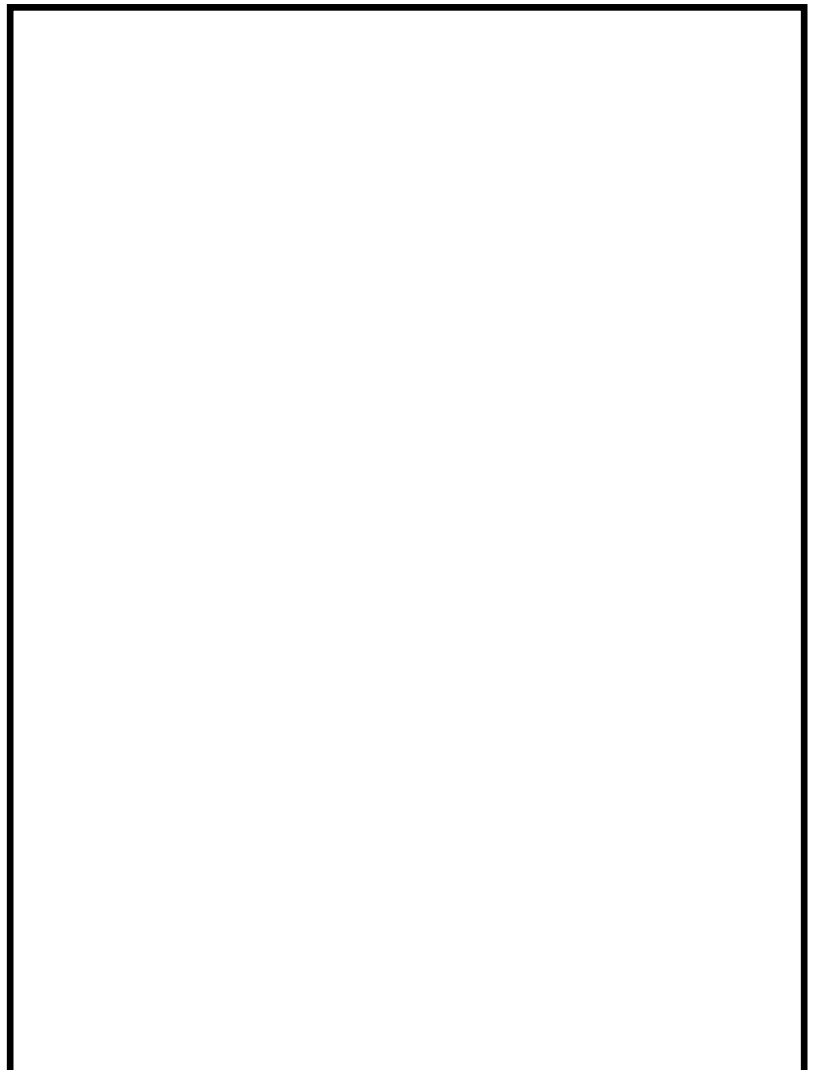


- BLACK marker only
- Children writing their own names - please encourage directly under the image as shown.
- Handprints - cut an A4 into 2 - black paint only.
- Clearly name and number each drawing below.

Name: _____

Class: _____

No as per CLASS LIST: _____



CLASS LIST

Complete one class list per design - number each drawing according to the class list below

ORGANISATION:

GROUP:

1	26
2	27
3	28
4	29
5	30
6	31
7	32
8	33
9	34
10	35
11	36
12	37
13	38
14	39
15	40
16	41
17	42
18	43
19	44
20	45
21	46
22	47
23	48
24	49
25	50

Educators

1
2
3
4

FUNDRAISING ORDER TALLY

CLASS:

	Name	Drawing Y/N	Quantity ordered	Amount due	Paid
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					

This tally is for your records only - photocopy as needed

FUNDRAISING PROFIT GUIDE

How much do we make?



BASED ON A SELLING PRICE
OF \$16.00 PER TEA TOWEL*

*100% cotton tea towel

Order Qty	Profit per tea towel	Profit overall
300	\$8.50	\$2,550.00
200	\$7.50	\$1,500.00
150	\$7.00	\$1,050.00
100	\$6.50	\$650.00
50	\$5.50	\$275.00

Typical selling price is \$16.00 per item (this is a guide only).
If you were to sell 500 tea towels at \$16.00 each, you make
\$8.50 per item, **raising \$4,250.00** for your organisation.

Great profit opportunity for a personalised keepsake **EVERYONE loves!**

- NO UPFRONT COSTS •
- COMBINE GROUPS AND SAVE •
- YOU DETERMINE THE SELLING PRICE •

FIND OUT MORE - fundraising@ttkeepsakes.com.au
www.teatowelkeepsakes.com.au/fundraising

FUNDRAISING ORDER FORM

Complete and email to fundraising@ttkeepsakes.com.au by the 8th November 2024

Organisation	
Coordinator	
Contact No	
Email	
Delivery Address	
State/Post Code	

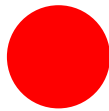
Print colour - please nominate one below.



Maroon



Orange



Red



Yellow



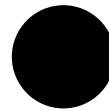
Green



Navy



Purple



Black



Royal Blue

Class/Group	Standard or Premium Cotton	Print Colour	Unit Price inc GST	Qty	TOTAL
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$

POSTAGE TABLE	
QUANTITY	POSTAGE STANDARD
300	\$47.50
200	\$42.50
150	\$39.50
100	\$34.50
50	\$29.50
25	\$19.50

Sub Total		\$
Folding add \$0.60 each	Yes No	\$
Postage		\$
TOTAL		\$

- Price is calculated PER DESIGN not total amount ordered
- Please allow 2 weeks for your order to be dispatched.
- Goods will only be dispatched once payment has been received.
- To ensure delivery prior to Christmas, your order must be received by the 8th November 2024.
- Any orders received after the 8th of November will be sent express post at the cost of the client.
- Postage & handling costs will be applied to EVERY order. Please refer to postage table above.

We are running a ...

TEA TOWEL FUNDRAISER

Children's images will be arranged into a unique design and printed to a spectacular Tea Towel Keepsake EVERYONE will love!!



100% COTTON TEA TOWEL

1 for \$

2 for \$

3 for \$



Complete and return ONE form per family



Family name:

Contact no:

Class	Quantity	Unit Price	Total
		\$	\$
		\$	\$
		\$	\$
Total quantity ordered		TOTAL	\$

COORDINATOR

ORDERS DUE

Presented by TEA TOWEL KEEPSAKES

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We are running a...

TEA TOWEL FUNDRAISER

WITH TEA TOWEL KEEPSAKES

What is a Tea Towel Fundraiser?
Children's artwork is uniquely arranged
and printed onto a quality
100% Cotton Tea Towel



1 for \$

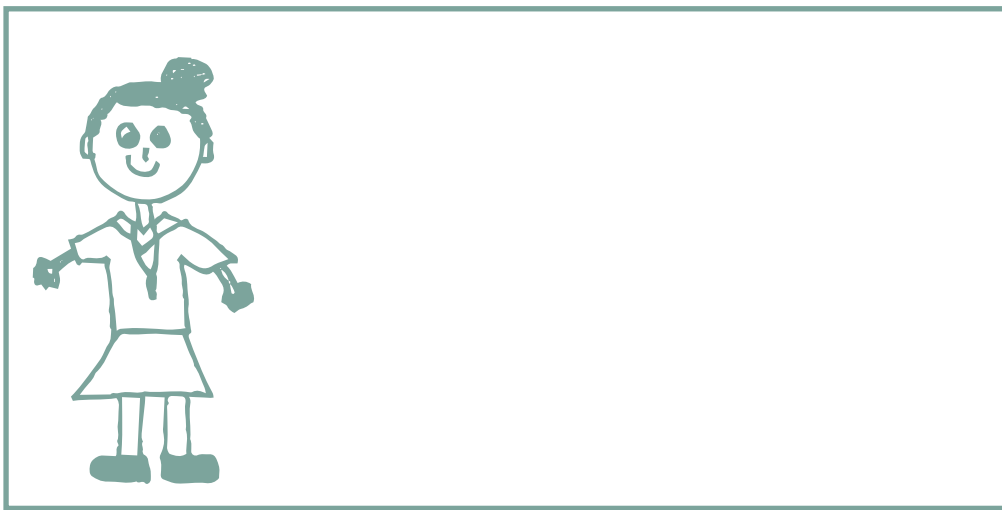
2 for \$

3 for \$

ORDERS DUE

MONEY DUE

CONTACT



Key Dates

Early Bird Special....	Drawings by:	26th July, 2024
	Orders by:	20th September, 2024
Term 4.....	Drawings by:	28th October, 2024
	Orders by:	8th November, 2024

Frequently asked QUESTIONS...

How many images can I fit on the one tea towel?

As a general rule, we can have up to 350 head and shoulder images on the one design, or 200 hand prints. When there are more than 200 images, we recommend head and shoulder images only. We will type names to ensure images and names print clearly and are legible on designs with 250+ images.

How long does it take?

From the moment you have decided you are going ahead with a Tea Towel Fundraiser, allow 3-4 weeks from start to finish. Whole schools designs may take a little longer. Once artwork has been received- allow 5 - 7 business days to receive draft layout. 7 - 10 days for whole school designs.

Can I print in 2 or more colours?

Most definitely - ask our team for more info and pricing.

Do you colour match?

We certainly do at no additional cost. Please provide us with your PMS coated reference and we will colour match for you. Metallic and fluro inks attract a higher price. www.pantone-colours.com

Do the children have to draw portraits?

Absolutely not! Consider setting a theme... these are a few of my favorite things? Be as creative as you wish!

Do you have a min. order requirement per design?

Yes, refer to our min. qty table on our website

What if we don't meet the min. order requirement?

You will be charged at the min. requirement quantity based on the number of images in your design.

Can we re-order?

Most definitely! Re-order pricing will be based on our retail 1 colour print pricing as artwork will be on file.

Are there any hidden/extra costs?

Absolutely not! Pricing includes artwork, set up, garment, print and GST - excluding postage. However, please note, if artwork is created and an order is not placed, an artwork fee of \$300.00 will apply.

How many changes can I make to my artwork?

Basic spelling and minor changes will be made without charge, any major rearranging or changes after artwork has been approved will incur a fee. Our team will advise before changes are made.

Will you accept our job if drawings are sent late?

Please contact our team to confirm. Generally speaking- yes! ALL orders received after cut off will be sent via express post at the client's expense.

Why choose Tea Towel Keepsakes?

We're Australia's tea towel printing specialists, with over 26 years experience. We are a family owned business with a friendly, helpful approach. We proudly print in Australia with genuine care and excitement.