



## Information Sheet Set-up for Fundraising Storefront



### **Organizational Information (For Storefront)**

1. 1-3 images for your organization
2. Paragraph describing your organization
3. Mission Statement and other driving information for your organization
4. Colors and/or Branding associated with your organization. If you don't have colors/branding for your org, check out <http://paletton.com> to find colors that go together
5. Contact info for Organization Leaders and Fundraising Administrator
6. Social Media links if desired

### **Fundraising Event/Drive Information (For Fundraising Event Page)**

Your subscription supports a maximum of 4 events. Supply the following info happening now and add others later

1. Event Title
2. Event Description
3. Event start and end dates
4. Rules/disclaimers/legal stuff
5. Instructions (how items are received, proof-of-purchase, etc)
6. Images associated with the event/items
7. List of items being sold (include descriptions, costs, discounts, fees, etc)
8. Additional info supporters need to provide (like names/emails/etc for memberships)
9. Refund Policy
10. Any other information you would like included on the page