

ANGELO'S PASTA & LASAGNA FUNDRAISING DRIVE

Angelo's Pasta & Lasagna Drive is a delicious and healthy way for your school or organisation to raise extra funds. Whether you are raising money for school camps, new equipment, or to support your organisation's chosen charity, a Pasta & Lasagna Drive with Angelo's is an easy and reliable solution! We're an award-winning family owned and operated business trading in Brisbane for over 50 years, and we love supporting local groups and organisations.



HOW DOES A FUNDRAISING DRIVE WORK?

First up, relax! We've done this many times before and our process has been designed to make it easy for you to manage, and for us to get the right products to each person. We communicate with your Pasta Drive Coordinator throughout the process, so we ask you to nominate one person within your organisation or school who will be the Pasta & Lasagna Drive Coordinator. Our drive is a 4-week process. The basics are shown below and refer to the step-by-step guide for details. We're here for you.

GET STARTED - BOOK YOUR PASTA DRIVE:

You complete the online Pasta & Lasagna Drive Registration form including the date you want orders delivered. We recommend you launch the drive 4 weeks prior to the delivery date.

WEEK 1:

You start promoting the drive and send out order forms.

WEEK 2:

Send out a reminder message or email to remind and encourage people to place their orders. Be sure to include details on how to get the order form.

WEEK 3:

Collect all orders and payments, check payments are correct and return the orders to us. We will invoice you for the relevant amount and then you pay us the invoice value.

WEEK 4:

We will individually pack and label each order and deliver on your specified date.

IMPORTANT Perishable Goods - Please be aware that products are perishable and will need to be kept in a freezer if not collected immediately. Frozen products are supplied in foil-lined boxes.

HOW YOU MAKE MONEY

Raising money with Angelo's is easy, and very tasty!

We offer special reduced buying prices for organisations so you can sell at competitive retail prices.

Your families or members will purchase directly via your school or group, with you collecting all orders and payment.

Then you simply pay Angelo's for the total of all products ordered, keeping the difference.

10 STEPS TO A SUCCESSFUL FUNDRAISING DRIVE WITH



	WEEK	STEP	ACTION	HELPFUL TIPS	DATE DUE
PLAN		1	Decide which date you want to launch the Pasta & Lasagna Drive. Keep in mind the 'Delivery Date' will always be on a Tuesday 4 weeks after you launch . Drop-off will be to your nominated location at 2.30pm. Our team driver will contact you on the day.	When choosing your Delivery Date please allow enough time/weeks to complete all the steps.	Print this page. Enter dates below to keep your Pasta Drive on track!
		2	Fill in the online Pasta & Lasagna Drive online registration form at this link .	We'll respond promptly to confirm your Pasta & Lasagna Drive.	
		3	From the information provided in the registration form we will create a trading ID for you. We will also provide an order form (PDF format) for you to distribute to the families and/or staff in your organisation or school.	Please note – all orders must be placed using the order form provided.	
PROMOTE	1	4	It's time to launch! 4 weeks prior to your Delivery Date we recommend you send out the order email to families and staff including a deadline for when orders must be received by your Pasta Drive Coordinator.	We suggest you send a covering letter or explanatory email with the order form attached to encourage people to order.	
	2	5	One week later, send a reminder message regarding order return date with the order form encouraging more orders. And use your social media pages too!	This step is optional but highly recommended to maximise orders.	
ORDERS & PAYMENTS	3	6	On the due date collect all Pasta Drive orders and money, check any payments via app or online (if you offer it) have been received, check all orders are legible, and check the dollar value calculation is correct for items ordered on each line and the overall order value.	It is your responsibility to ensure you have received full and correct payment from those who place orders.	
		7	Send all the orders together to Angelo's Pasta straight away. We will total all order values and email the Pasta Drive Coordinator or Accounts Payable contact a tax invoice for payment. This is when you pay us. It's important to pay the invoice promptly as we cannot despatch the order until full payment has been received.	Email completed orders to orders@angelospasta.com.au or drop them off to us at 22 Doggett Street, Fortitude Valley.	
		8	The week prior to Delivery Date remind families and staff to collect Pasta Drive orders on the Delivery Date.	Please note any orders not collected on the day are your responsibility to safely store.	
DELIVER	4	9	Angelo's will individually pack each order. Orders for frozen products are packed in foil lined boxes and taped closed and stored in the freezer. A copy of the order will also be attached to each packed order so it's easy to see who it is for.	We suggest you have suitable freezer space available to store any orders for frozen product not immediately collected at the drop-off point.	
		10	On the Delivery Date Angelo's will deliver the orders to the pre-arranged location at 2.30pm. Our delivery driver will call the Pasta Drive Coordinator (or other nominated contact) to confirm when the truck is on its way. Once delivered and accepted, you distribute orders to recipients.	Delivery will be 7 days after payment is received. Our driver will provide an order summary sheet to cross-check orders delivered which will need to be signed off by the drop-off contact person.	

For more information: Phone: (07) 3252 2482 Email: orders@angelospasta.com.au

Factory: 22 Doggett Street, Fortitude Valley QLD 4006

10 REASONS TO CHOOSE ANGELO'S AS YOUR FUNDRAISING PARTNER

1. Earn money from every sale of Angelo's pasta or lasagna products. Plus, by only paying for the products ordered, you don't have to worry about leftover unsold goods!

2. Convenient way of fundraising for your school or organisation and feeding the family tasty, wholesome delicious meals.

No delivery fee

3. No delivery fee on your complete groups fundraising order, if your school or organisation is within a 25kms radius of Angelo's Fortitude Valley site. For any location that is between a 25kms to 30kms radius there is a \$30 delivery fee. Orders outside of the 30kms radius will be sent via a Courier service and commercial charges will be passed on. All fundraising orders will be delivered on a Tuesday, 7 days after payment is received.

4. Simple ordering. Just collect up the orders you have received, check they have been filled in correctly and drop off or email them to us.

5. Involve your community of extended family & friends. You can make extra fundraising money by sending our PDF order form to family and friends and encouraging them to place an order to help your school or organisation's fundraising activity.

6. Delivery within 7 days of payment. Receive your orders delivered back to you on your nominated date within 7 days after payment has been received.



Orders are individually packed and labelled

7. Orders individually packed. All orders are individually pre-packed and labelled with the recipient's original order, ready for easy distribution and hand out.

8. Feed the family with high quality products. A welcome nutritious and low sugar change from Chocolate and Lamington Drives!

9. One point of contact. Full support for our products. To ensure your fundraiser is successful we allocate a single contact within Angelo's to manage the process and provide you with a contact number and email address so we can address any questions you may have.

Buy locally made, quality products

10. Buy local, premium pasta. Angelo's Pasta has been making quality pasta in Brisbane since 1968 and continues to feed generations of Queensland families. All beef is 100% Australian pasture-fed. We only use 100% Australian export grade Durum wheat flour, real butter, eggs, and full cream cows milk. No added sugar or soy, and no milk powder, egg powder or palm oil.

Q&A ABOUT RUNNING YOUR ANGELO'S PASTA & LASAGNA DRIVE

Q: We only have a small school/office, is there a minimum order with Angelo's Pasta & Lasagna Drive?

No, we do not have a minimum order requirement, making Angelo's Pasta an ideal fundraising partner. Remember your school or organisation earns money from every order of pasta so we encourage you to get as many orders as possible to help achieve your fundraising goals.

Q: I haven't done this before, how do I start?

That's easy! Just register online (visit www.angelospasta.com.au/pasta-drive) or contact us on (07) 3252 2482 and we can email you a registration form to get things started.

Q: What profit will we make?

Your school or organisation will earn money from every pasta order. You will collect the total money from all orders. Angelo's will invoice you the wholesale price for your complete group's fundraising order, and you keep the balance (being the difference between the wholesale price you are charged and the retail price customers pay).

Q: What happens if we have a problem?

If a problem occurs during or after the fundraising effort, ring us on (07) 3252 2482 and we will help you to resolve it.

Q: OK, I've run the fundraiser and received the orders, what now?

On the day of delivery, it is important that the organiser has arranged storage in case a family doesn't pick up as products will need to be kept in the freezer. It is also important to remind families/staff the day, date and time orders are to be collected from the school or organisation.

Q: I'm concerned about privacy, what happens with our order details?

No details of families or staff will be passed onto any other company or marketing organisation.

Q: How can I make our fundraiser more successful?

- It is important to promote your fundraiser throughout the school or organisation, to extended family and friends and if possible through your local community to increase involvement.
- Ensure specific dates are set for the fundraiser; a 2-week period should be enough time for families to make their decision about pasta orders and return completed forms with payment back to the school or nominated contact point.
- Avoid running a pasta fundraiser over school holidays, close to end of term or creating a return date that is longer than 3 weeks, as your fundraising effort will lose momentum.
- At every available opportunity remind families/staff of the return date for their order forms and remind them why you are raising funds.
- Use your internal school communication platform, newsletters, social media and notice boards to remind, inform and encourage families and staff to participate in your fundraising program.

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