

B
 BROKEN ARROW PUBLIC SCHOOLS
Educating Today R *Leading Tomorrow*

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date:

Contract/Agreement Vendor:

Name of Vendor & Contact Person

Vendor Email Address

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

Reason/Audience to benefit

BOE Date Amount of agreement

Person Submitting Contract/Agreement for Review:

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal **&/or** Director or Administrator:

Does this Contract/Agreement utilize technology? YES/NO

If yes, Technology Admin:

Leadership Team Member:

Funding Source:

Fund/Project OCAS Coding

Consent

Action

Summary This area must be complete with full explanation of contract

The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.

MEMORANDUM

To: Board of Education

From: ASL Club Sponsor/Alisha Rupp

Date: 10/14/22

Re: World's Finest Chocolate Fundraiser

SUBJECT

Discussion, motion and vote on to approve or disapprove a NEW contract between World's Finest Chocolate and Broken Arrow Public Schools for Chocolate Fundraiser

ENCLOSURES/ATTACHMENTS

Contract agreement

SUMMARY

The cost of chocolate fundraiser services are quoted at \$1870.00 and will be paid from General Fund Account 892. The dates of services will be Nov. 22 through March 23 The vendor will provide chocolate bars.

FUNDING

General Fund Activity Fund #892

RECOMMENDATION

Approve



Organization and Contact Information

Organization Name: Broken Arrow ASL	
Street Address: 1901 E Albany St	
City/State/Zip: Broken Arrow, Oklahoma 74012	
Organizational Email: arupp@baschools.org	
Shipping Address	<input checked="" type="checkbox"/> Same as above <input type="checkbox"/> Ship to:
Organization Type	<input type="checkbox"/> Charter School <input type="checkbox"/> Middle School <input type="checkbox"/> High School <input type="checkbox"/> Music/Sport <input type="checkbox"/> Private School <input type="checkbox"/> PTO <input type="checkbox"/> PTA <input type="checkbox"/> Other
Contact Name	Alisha Rupp
Contact Title	Teacher
Contact Email	arupp@baschools.org
Contact Phone	Organization #: 918-259-4700 Cell #: 859-749-3414
Tax Exempt Status	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Resale	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Form attached <small>Tax will be charged on invoice if exemption form or resale certificate is not provided when the order is placed.</small>
Purchase Order	<input type="checkbox"/> Not Required <input type="checkbox"/> Required. My PO# is:
Existing Customer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Order and Dates

Dates	Start:	End:	Delivery: 11-3-22
	Assembly Date:	Assembly Time(s):	
Product(s)	Item #: 5609WFC	Qty/Price:50	Total: \$1750
	Item #:	Qty/Price:	Total:
	Item #:	Qty/Price:	Total:
	Freight Surcharge		\$120
	Estimated Invoice		Total: \$1870
Prize Cases	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	# Of Prize Cases: 3	
	<input checked="" type="checkbox"/> Delivered with WFC main order <input type="checkbox"/> Prize Cases from ISR inventory <small>Prize cases based on account using an approved prize program and the total number of cases sold, Prize cases will be delivered with your initial order, h749-oweever, they will not be charged on the invoice.</small>		


Program Details

Selling organization agrees to pay for prizes using the funds generated from the prize chocolate.

Prize Level	Prize Description

Return Policy	Returns will be accepted with unopened, undamaged cases within 30 days. Return fees may apply. Prize chocolate will be prorated back at the same rate it was received. Contact your ISR for more information or to start your return.
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Authorization

Signature	Signature WFC Independent Sales Representative 
Printed Name/Date	Printed Name/Date Andy Gustin 10-8-22

<small>All invoices are due 30 days after delivery. A 1.5% per month interest charge will be applied to all accounts past 30 days. Buyer acknowledges that he/she has received and read a copy of "World's Finest® Chocolate - Terms and Conditions of Sale," and agrees that this order form includes the additional terms and conditions described therein.</small>	ISR Phone#: 405-623-7295
	ISR Email: agustin2516@yahoo.com