



2019 Holiday Shopping Card SKU Sales Agreement

As a consideration for processing Holiday Shopping Card sales, we offer the ability to use SKU processing. **This process will help keep sensitive customer information, including credit card information secure, and removes the possibility of associates writing and collecting incorrect information.**

MERCHANT PARTICIPANT SKU PROCESS REQUIREMENTS

- Participant agrees to set-up a Non-Merchandise SKU titled “The Holiday Shopping Card” to prompt associates to input sale amount. The Holiday Shopping Card sales will be processed through the Retailer’s point of sale system.
- “The Holiday Shopping Card” and the \$75 charge will appear as a line item on purchaser’s receipt, excluding sales tax.
- Participant will use this SKU to process all Holiday Shopping Card sales.
- Participant is responsible for credit card processing/handling fees.
- Participant agrees to collect The Holiday Shopping Card purchaser information using Customer Information Cards provided by the American Cancer Society.
- Participant agrees to remit a report detailing all The Holiday Shopping Card sales, payment for total funds collected through the Retailer’s point of sale system and all completed Customer Information Cards to the American Cancer Society within 30 days of the event completion.
- A volunteer will pick-up all unsold The Holiday Shopping Cards and marketing materials beginning the week of November 5, 2019.

Final Payment of Total Donations to the American Cancer Society:

- At the end of The Holiday Shopping Card program (Sunday, November 4, 2019), a total will be calculated by **Merchant’s** Accounting Department for all payments made to The Holiday Shopping Card SKU, in each participating **Merchant** store.
- ***Within 30 days of the program’s completion***, a check will be issued by **Merchant** to The Holiday Shopping Card for the total amount and sent to the American Cancer Society.
- **Merchant** will also supply the American Cancer Society a detailed report showing the number of cards sold. This report will be cross referenced with the number of The Holiday Shopping Cards that **Merchant** received to ensure that all sold and unsold cards are accounted for.

Store Name: _____

Location(s): _____

Name: _____ Title: _____

Signature: _____ Date: _____

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