



Chippily Spirit Wear and Fundraising Website Introduction

Lucky Squirrel Printworks uses an online platform called Chippily that allows us to create Spirit Wear and Fundraising Apparel websites. Some examples of these types of websites have been for sports teams of all different varieties, fire companies, scout troops, benefit organizations, and more!

Each website is completely custom to you/your organization! We can take artwork that you have already or create new art to use on all of the apparel items that will be available to purchase.

Here is how our process works:

1. Once artwork has been approved to use, we build the website with apparel options ranging from screen printed t-shirts, hoodies, and pants to embroidered polos and jackets. If you have a specific item in mind, just ask if this is something we can add for you!
2. We then send you a “Preview Link” to review the website’s final appearance. This is where you can see exactly how the website functions and what all of the apparel options look like before we take the website live. At this stage, we can also adjust the additional fundraising added to each product. This can be a flat fee of \$ added to each item, or can also be a percentage! This part is up to you, but your organization will get 100% of the fundraising proceeds via check at the end of the entire process.
3. Once your preview link is approved to take live, we will ask you to provide us with a store contact person – this is the person that will be receiving all of the emails and communications from the website, including the live link and printable PDF Flyer to share with your organization/families/friends/etc.
4. We will then also determine what methods of delivery you would like to offer on the website. Our options are: A. Organization Pickup – this is where you or the organization contact would pick up all orders from our shop when they are complete, or B. Standard Shipping – we ship out these orders from our location via USPS. *Continued on Page 2*



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5. As soon as all of these details are ironed out, we can take the store live! From the store launch date, we recommend keeping the store open for 2-3 weeks to collect all orders. After the store closes, we order all of the clothing and then begin the printing/decoration process! All orders are decorated at the same time. This process takes approximately another 2-3 weeks to complete, but we do also handle the order sorting process for you.
6. Once we have all of the orders completed/sorted we will notify you/the store contact that they can be picked up!

Here are also some quick terms that we ask all of our organizations that want to set up websites:

- Our screen printing minimum order quantity is 24 pieces, so we ask that there are at least 24 items ordered on the website that receive the same impression. *Example: T-Shirts and Hoodies get the same design, but the Pants get a different design. Each design would need to have 24 pieces minimum in order for us to set up each job.* If this minimum is not met, we may ask you to pay the difference to cover our setup costs.
- If we are using embroidery on your website, there is a one-time digitizing fee per design and location of \$35. This creates the actual sew-able file for our embroiderer to use. This fee can be taken out of any additional funds raised.