



Leader Information for Mixed Bag Fundraiser

Selling Dates: January 28 – April 2, 2019

Goal: Each 4-H member is asked to sell at least 3 items. This is the minimum requirement to receive the 4H Council Scholarship for camp or another 4-H event (if they did not sell at least three Red Wheel products earlier this year).

Delivery date: Items are scheduled to be delivered to the Salina Ext. Office around **May 6**. Once club orders are sorted, an email will be sent and club leaders can come to get their items (probably during Ext. Office hours May 6-10).

Incentives: The Mixed Bag seller packet contains an individual incentive flyer listing several levels of rewards. As further incentive, the club will also receive \$1 for each item sold. This can be counted as a club OR district fundraiser on the member's PIN app, not both.

Mixed Bag orders

One person from your club will need to enter all of your club members' orders online before midnight on **Thursday, April 4**. So the sooner you collect the orders from your club, the easier it will be for you. I have put an April 2 deadline on the member's instruction sheet to help you with this.

- Go to myfundraiser.mixedbagdesigns.com
- Near the top right corner, click "sign in"
- Enter my email (robynprickettks@gmail.com) and the password: 123456.
- In the Active Fundraisers section, click "Continue"
- Click on "+ New Seller Order"
- Enter the child's first and last name. This will insure he/she receives credit for the proper incentives and will also sort out their items for the delivery in May.
- Please enter your club name in the "teacher group" box to help in the sorting/delivery process.
- No sales tax should be charged. So leave that box at "0%"
- Add orders in by item number
- Hit "Save" if you're finished, or "Save + New Seller" to add another member's orders.

As soon as all of your club's orders are entered, you should be able to generate a summary sheet in Excel for your club by choosing "Export CSV". Sort and total the orders for your club, then print this sheet. If you have problems with this please contact me so we can get it completed. Take this summary sheet with you to either Extension Office with all collected monies before 5:00 p.m. on **Friday, April 5**.

DO NOT click "Close My Fundraiser", or other club's will not be able to enter their orders.

There are additional order forms available at either Ext. Office, or you can print them from the Mixed Bag website.

All checks should be made payable to **CKD 4H Council**

If you have any questions at all, or any problems,
please call or text Robyn at 785-493-0014 or at the above email.