

**ATTACHMENT E
PARTICIPATING ADDENDUM**

Book Fair Services

I. GENERAL

The undersigned acknowledges, on behalf of Granite School District that she or he has read and agrees to the terms and conditions set forth in the enclosed agreement between Salt Lake City School District and **Scholastic Book Fairs**, District contract number TH1811-BF18, the "Salt Lake City School District Agreement" regarding the purchase of book fair services made available through said contract to the participating school districts who elect to execute this Participating Addendum, and thereby become "Participating Entities" who are authorized to purchase such goods and services under the aforementioned contract.

The undersigned further acknowledges that the purchase of goods and services under the provisions of the Salt Lake City School District Agreement is at the absolute discretion of the Participating Entity and that neither Salt Lake City School District nor the Education Procurement Advisory Committee shall be held liable for any costs or damages incurred by or as a result of the actions of Contractor or any other Participating Entity. Upon award of contract, Contractor shall deal directly with the Participating Entity concerning the placement of orders, disputes, invoicing and payment.

The undersigned affirms that she or he is an agent of Granite School District and is duly authorized to sign this Participating Addendum.

Date: 02/22/2018



Signature

Jared Gardner
Print name

Director of Purchasing
Title

Participating Entity Contact Information:

Contact Person: Jared Gardner

Address: Granite School District

2500 South State Street

Salt Lake City, UT 84115

Phone: 385-646-4561

Email: jbgardner@graniteschools.org

More rewards. More books. Better readers!

The more profit your Scholastic Book Fairs bring in to your school, the more Scholastic Dollars you are eligible to receive, and that means more opportunities for your students to find books that get them excited about reading!



Earn more profit¹ today with Scholastic Dollars.

Revenue Level	% Scholastic Dollars
<\$1,000	30%
\$1,000 to \$2,499.99	40%
\$2,500 or above	50%

Fairs with sales \$2,500 or above (sales minus tax) are eligible to receive 25 percent cash profit, or you can split your profit between Scholastic Dollars and cash.

Online Fair Sales

Profit percentage is based on total Fair sales for in-school and Online Fair sales combined.

Online Fair sales are automatically added to the in-school Fair sales for a combined total. Online Fair revenue cannot be redeemed for cash profit and does not impact cash profit options. All Online Fair profit is earned as Scholastic Dollars only and does not expire.

Reward options

1. All Scholastic Dollars Reward¹:

Take your Book Fair profit in **all** Scholastic Dollars and earn an additional **5 percent** in Scholastic Dollars.

2. Workshop Rewards²:

Attend an in-person workshop or a live webinar workshop and earn **25 Scholastic Dollars**. Or, view a pre-recorded online workshop (located in the Chairperson's Toolkit) and earn **10 Scholastic Dollars**.

3. Multiple Fair Rewards³:

After your first Fair, any additional Fair(s) with sales \$2,500 or above (sales minus tax) will receive an additional **10 percent** of your sales in Scholastic Dollars on each of those individual Fairs.

Contact your Book Fair consultant TODAY for your complimentary Pre-Fair Promotion Kit to help promote your Fair.

If you have additional questions about the Scholastic Dollars Profit & Rewards program, please call your Book Fair consultant.

¹Must be \$2,500 or above in sales (minus tax) to qualify.

²One Workshop Reward per Fair.

³The Fairs must be held between August 1, 2017, and July 31, 2018, and have \$2,500 or above in sales (minus tax). Scholastic Dollars Rewards expire six months from the Fair start date. Scholastic Dollars profit does not expire.



**Scholastic Book Fairs (SBF)
Certificate of Agreement**

We're in this together! From fair planning to delivery, a team of consultants will assist you every step of the way to make sure you have the best book fair ever.

Here are some of the helpful products and services we promise to provide you:

- Books and educational products
- A dedicated support and service team
- An online Toolkit full of planning resources & tools
- Quick and easy product restock
- Planning Kit & Setup Kit with how-to guides and promo materials
- Access to online shopping for up to 21 days (not available on BOGO Fairs)
- The Book Fairs app for reviewing, shopping, videos, and more
- Convenient point-of-sale system that allows you to accept all major credit cards

As a Scholastic Book Fairs (SBF) customer, the school or organization listed agrees to:

- Use SBF as the exclusive provider of all books, merchandise, and promotional materials during the book fair event.
- Store and display all merchandise, cash, checks, credit card machines and sale slips in a locked and secure location when not in use at your book fair.
- Make products for sale by you available to all qualified event attendees at the listed price designated by Scholastic.
- Collect sales tax as required by your state law, as purchases of books and educational materials from SBF are for resale.
- Recheck all unsold products, supplies, and displays for pickup and/or return.
- Return all credit card machines, sale slips, point-of-sale machines, unsold products, and merchandising materials/displays to Scholastic Book Fairs promptly at the conclusion of the book fair.
- Process the book fair financial forms and payment within two (2) working days after the fair has ended.
- Review the following credit card security instructional information and comply with the following security procedures:
 - Do not share or distribute the credit card device or data taken on behalf of Scholastic Book Fairs (card numbers, card readers, etc.).
 - Do not write down or copy any data from a customer's credit card (i.e. card numbers, expiration date, or security codes.)
 - Credit Card terminals are not to be used for personal use/gain; devices are only to be used for transactions at Scholastic Book Fairs events.
 - If a credit card is found, please call the toll-free number on the back of the credit card, report the card lost, and request further directions from the credit card company.
 - All unattended devices or credit card receipts must be in a locked or secure location.
 - Do not connect the credit card device to any unauthorized networks.
 - Volunteers should use good and reasonable judgment in the event of any issues, or contact the chairperson or the EasyScan Hotline for guidance.
 - The book fair chairperson is responsible for informing all book fair volunteers of this credit card security instructional awareness information provided by Scholastic. Acceptance of the Services Agreement acknowledges notice of and agreement to this credit card security instructional awareness information.

Effective for fairs beginning January 12, 2018

Profit

If your book fair sales are \$2,500 and above, you may opt to take profit in all Scholastic Dollars, all cash, or you may take a combination of Scholastic Dollars and cash.

- When you elect to take a combination, Scholastic Dollars is worth double the value in cash.
- The total profit amount cannot exceed 25% of sales at cash value.
- Use the Profit Split page in the Financial Form to automatically calculate and optimize your profit and reward elections.

Scholastic Dollars Rewards

For sales \$2,500 and above you will earn a 5% reward in Scholastic Dollars if you select all profit in Scholastic Dollars. You will not earn this reward if you elect to take all cash profit or a combination of profit.

Book Fair Sales	Scholastic Dollars Value	Cash Value
\$0 - \$1,199.99	30% of Sales	\$0
\$1,200 - \$2,499.99	40% of Sales	\$0
\$2,500 and up	50% of Sales	and/or 25% of Sales

A submitted copy of this Agreement within 21 days confirms and secures your Book Fair dates, reserving product for your Fair.

Chairperson Information
 Donna Hagan
 dhagan@scholasticbookfairs.com
 2123430000
 Number of Fairs Organized: 1st Fair
 Role at School: Parent Volunteer

School Information
 Southwest All Stars
 2101 Hulén St

Book Fair Consultant
 Tracey Beth
 2123430000
 ssales@scholasticbookfairs.com

Fair Information
 Fair Dates: 01/15/2018 to 01/19/2018
 Fair ID #: 7781823

RFP# TH1811-BF18 Book Fair Services

ATTACHMENT C- COST/REVENUE PROPOSAL FORM (to be submitted in a separate envelope)

Please answer the following for cost/revenue proposal criteria. Please feel free to attach documentation as needed outlining your revenue benefits:

- 1. Do you offer an option for cash back/revenue? If so, please list in detail your revenue program for cash back.**

*please see attached materials for breakdown.
Structure for profit and type usage.*

- 2. Do you offer other options for revenue, such as vendor credits, vendor "bucks", or other options? If so, please list in detail your revenue program for these other options.**

Please see attached FY18 Scholastic Dollars Back memo.

- 3. Do you offer other products for sale for possible additional revenue? If so, please list a sampling of these other products, and the revenue program for these items.**

Please see attached sample book lists

Other notes if needed to explain your program:
