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## **TEN SIMPLE STEPS TO COMPLETING A BRICK/PAVER FUNDRAISING PROJECT**

1. Determine the designated area for installing brick/pavers.
2. Select a brick/paver. *WRITTEN IN STONE™* can help you select a brick/paver from available sizes and colors. You can purchase the brick/pavers from *WRITTEN IN STONE™* or, you can supply the brick/pavers for engraving.
3. Determine the number of brick/pavers needed for the project.
4. Establish how much money you want to raise.
5. Decide on a price to charge prospective donors for a personalized brick/paver, based on costs, fundraising goal and anticipated cooperation from donors.
6. Design an order form that will be distributed to prospective donors and *WRITTEN IN STONE™* will review your form to ensure accurate collection of information. Or, *WRITTEN IN STONE™* will customize the enclosed form to suit your fundraising project.
7. Begin fundraising and sell personalized brick/pavers.
8. Submit quantity of order, names and deposit to *WRITTEN IN STONE™* for engraving. If you are supplying the brick/pavers: deliver bricks to *WRITTEN IN STONE™*.
9. Allow 6-12 weeks delivery.
10. Install brick/pavers in designated area.

*WRITTEN IN STONE™* is dedicated to supporting your fundraising efforts. Please contact us and we will gladly answer any questions regarding the brick/paver fundraising process.

Good Luck!