



Jamaican Grill Restaurants

P.O. Box CF Hagatna, Guam 96932

Office: (671) 647-1935 Fax: (671) 647-1936

Email: office@jamaicangrill.com

www.jamaicangrill.com

FUNDRAISER “PLATES” TERMS & CONDITIONS

Ya Mon! We are pleased you have chosen the Jamaican Grill to assist you and your organization with raising funds. Please review the terms and conditions set forth.

1. COORDINATION

- a. We ask that there be **one primary point of contact** from your organization.
- b. Any changes to your fundraiser reservation must be coordinated with our company office.
- c. For successful coordination of your fundraiser, it is imperative that both the Jamaican Grill Office and the point of contact for your organization properly communicate all related matters.
- d. These fundraisers were designed and targeted for non-profit, educational, civic, and/or community organizations; to help them raise funds for their causes. If your organization does not meet the criteria, your “plates” may differ in price and/or content.

2. RESERVATIONS

- a. All fundraiser reservations must go through our company office.
Fundraising Coordinator:
Tel: 647-1935
Fax: 647-1936
Email: office@jamaicangrill.com
- b. All fundraiser reservations should be scheduled and/or discussed Monday through Friday between 9am and 5pm.
- c. Fundraiser requirements:
 - We request that you read these terms and conditions fully to understand the details involved.
 - The Fundraiser Policy and Contract will be given to you for your review and consideration. Please fill out the Contract and return it to our office.
 - You may email, fax or deliver the signed Contract. This Contract will reserve and confirm the dates for the fundraiser; however, it is recommended that you follow-up with a phone call to ensure that we have received the Contract.
 - All fundraiser reservations are done on a “first-come first-serve” basis.

3. QUANTITIES

- a. The minimum quantity for fundraisers is 25 plates per organization per event.
- b. The maximum quantity is 600 plates per restaurant per day. Thus a maximum output of 600 x 3 restaurants: 1,800 fundraiser plates.

4. FUNDRAISER PLATE MENU

- a. 1 to 2 pieces of Jamaican Grill's "Jerk" Chicken
 - b. 2 to 3 pieces of Boston Beach Ribs
 - c. 2 scoops of Chamorro Red Rice
 - d. Chili pepper
 - e. Portioned cup of Finadeni
- a. Company approved "**Special Requests**"
- We ask that "special requests" be kept to a minimum. Due to regular restaurant operations, cannot exceed more than **10% of your total order** will be accepted with special requests.
 - We ask that you refrain from advertising any "special requests" as a part of your fundraising activity.
 - Jamaican Grill will only authorize and honor the following special requests:
 - i. Chicken only
 - ii. Ribs only
 - iii. Jamaican Rice

5. PACKAGING

- a. Each 8" Hinge Foam Plate
- b. Napkins and forks will be provided for each plate.
- c. Upon production of plates from our kitchen, we will box them accordingly – (depending on the availability of boxes). We will then hand them over to your organization.
- d. It is at this time that your organization will accept and take full responsibility for the delivery of the plates.
- e. For your convenience, a working space will be provided to you in the front of the restaurant.

6. SELLING PRICES

- a. Jamaican Grill agrees to sell plates to your organization at a cost of \$6.00.
- b. Suggested retail value for your organization is between \$8.00 to \$10.00.

7. TIME SEQUENCE OF FUNDRAISER

- a. Initial reservations are accepted no more than thirty (30) days from fundraiser date.
- b. Upon initial coordination of fundraiser reservations, we ask that your organization keep in mind:
 - How many total plates you would like to sell.
 - Requested date.
 - Requested time for start of pick-up.
- c. A confirmed and final count is requested one day prior to fundraiser date no later than 3:00 pm.

8. PICK-UP TIMES FOR FUNDRAISERS

- a. Pick-up of plates **start** at the following times:
 - 9:45 am (if fundraiser is over 200 plates)
 - 10:00 am (if fundraiser is 200 or less)
- b. Production time frame:
 - 100 plates every 15/20 minutes, insuring freshness.
- c. If there are multiple fundraiser events reserved for the same day, please keep in mind that the organization that reserved first will be given priority in choosing their pick-up time(s).

- d. The other organizations' times will be spread out to ensure that our kitchen staff can produce the desired quantities.
- e. When selecting your pick-up times, we ask that your organization be organized and ready to separate plates per your specific delivery locations.
- f. Please ensure your drivers are ready to make the deliveries.
- g. Jamaican Grill, as well as your organization, wants to ensure a fresh hot fundraiser plate be delivered to the end customer. This will result in repeat business the next time you conduct a fundraiser.

9. PAYMENT TERMS

- a. Payments will be made on the day of the fundraiser, prior to picking up the plates.
- b. We accept the following payment methods:
 - Cash
 - Credit Card
 - Company/Organization check, upon prior approval.
- c. No personal checks will be accepted.

10. CANCELLATION OF FUNDRAISERS

- a. If you feel you need to cancel your fundraiser, we require at least 48-hours notice. You may cancel by calling our office or sending an email. All cancellation requests will be verified.
- b. If cancellation is not made 48-hours prior to your scheduled date, Jamaican Grill reserves the right to charge your organization at least 50% of the total cost of your organization's goal, as stated in the contract.

We have helped successfully raise funds for thousands of fundraisers on Guam. It is our hope that we can do the same for you. This fundraiser program is a means for Jamaican Grill to give back to the community in which we serve. It is both a pleasure and privilege to be able to help you achieve your fundraising goals.