



1% for OPEN SPACE  
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## 1% for OPEN SPACE AGREEMENT

Date: \_\_\_\_\_

Business Name: \_\_\_\_\_ Owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Physical Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website: \_\_\_\_\_

### SET-UP: Payment Schedule:

- Monthly
- Quarterly
- Seasonally
- Other. Please explain \_\_\_\_\_

### I currently use:

- Cash Register
- Computer
- Other. Please explain \_\_\_\_\_

My accounting program is: \_\_\_\_\_ My accountants name and contact information is (please indicate if you do your own books): \_\_\_\_\_

### I am collecting on:

- All products and services
- Products only
- Services only
- Other. Please describe \_\_\_\_\_

### My collections are:

- 1% of all sales
- Predetermined amount. This amount is \_\_\_\_\_
- Personal donation. This amount is \_\_\_\_\_

### I would like:

- Remittance envelopes
- Fact Sheet for Employees
- Sample Invoice
- Free bookkeeping assistance
- Brochures
- Board member contact
- Like business contact
- Assistance with wording and verbiage on website, brochure, flyers, invoices, forms and other media. Please explain: \_\_\_\_\_
- Customer Information Sheet
- Personalized Customer Letter

### For my required two signs I request (please indicate number needed):

\_\_\_\_\_ 4 x 9 (Brochure or rack card style) \_\_\_\_\_ 7 x 10 (Large sheet of paper style) \_\_\_\_\_ 4 x 5 (Postcard style)

Please tell us why you feel it is important to sign your business up with 1% for Open Space. Please note: We will use this quote for ad promotions for your business as well as post it on our website and include in other media materials for 1%.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### TERMS:

\_\_\_\_\_ I agree to remit funds no later than 30 days after the month or quarter has finished.

\_\_\_\_\_ I agree to openly advertise my business' participation in the 1% for Open Space Program so that customers/clients are aware they can choose not to participate.

I will post a sign in at least two of the following locations:

- Window
- Door
- Cash Register
- Menu
- Other. Please explain: \_\_\_\_\_

I will provide notification of my participation through invoicing.

\_\_\_\_\_ I understand that funds collected north of Almont will be dispersed for preservation of open space north of Almont, and that funds collected south of Almont will be utilized south of Almont.

\_\_\_\_\_ I acknowledge that I am acting as a trustee on behalf of 1% for Open Space, Inc., and that I have an obligation to remit the funds collected at my business according to the payment schedule selected above.

\_\_\_\_\_ If my payment lapses six months or more, my business will be taken off the ad until full payment has been made. Once I have made my payments, I will be placed back on the ad. Not paying money due to 1% for Open Space jeopardizes my ability to remain in the program.

\_\_\_\_\_ I agree that should this business change hands, or if I no longer wish to participate in the program, that I must submit written notice of the change to the 1% for Open Space program.

Signature \_\_\_\_\_ Date \_\_\_\_\_