



Hi Creatives!

*Thank you for joining
in on the cause!*

*This a great way to
support yourselves as
crafters/artists as well
as supporting your
community!!!*

Thankyou!

Contact Details:

Katy Wallner, Director
Email:
contactus@creatives
forcommunity.net

Francisco Loyola,
Executive Director at
Kenosha Creative
Space

Return Policy

All sales are final.

If a customer receives
the wrong thing or if
the item received is
found to be defective,
the customer may
request an exchange
for the Creator to
replace the ordered
item within 30 days of
the initial purchase.

Creatives for Community: Creator Terms and Conditions

Product Listing Requirements

Product information and images should be submitted to Katy Wallner through the Creatives for Community FB group or by email (contactus@creativesforcommunity.net). Providing all details are clearly provided, new listings received Monday through Thursday will be posted by end of day, the following business day; new listings received Friday, Saturday, or Sunday will be processed by end of day Tuesday. A confirmation email will be sent to the creator once the listing or group of listings is complete.

Product Restrictions

Please note the following product restrictions:

- No Food or Drink items
- No Ingestible items
- No items made with or from illegal materials
- No items requiring verification of legal age
- Items should be "family friendly" - no lewd, offensive or foul language, please

Product Details Required

All of the following details are required for EACH item to be listed:

- Creator's name or business name and location
- Product type (eg. jewelry, knitwear, crochet, pottery, digital art, etc.)
- Product name (eg. "Havana Earrings")
- Product materials (eg. silver plated wirework, lava stone)
- Product size (eg. 2.5" long, 3/4" at widest point)
- Product weight **this is required for shipping cost estimate*
- Product brief sales description (eg. Handmade dangle earrings)
- Donation for Grace Welcome Center per item: % and \$ value to be contributed to Grace Welcome Center from purchase
- Product quantity available if not "made to order"
- Product customization if applicable: We have capability to offer customization of product so identify all options like sizes, colors, etc.
- Product ship from and lead time (eg. Ships from Kenosha, WI; please allow 1-2 weeks before shipment or pick up).

Shipping or Pick Up Options

Ship via US Postal Service - First Class:

When shipping, the costs on the website are based on real time estimates from the USPS per shipping First Class from Kenosha, WI using a padded or bubble style envelope packaging (these can be found at any major retailer or most post offices.) The estimate reflects the unit weight you indicate for the product. Once shipped, Creators will provide the First Class tracking details for CFC to confirm shipment to the customer.

Pick Up at Kenosha Creative Space:

Francisco Loyola of Kenosha Creative Space has agreed to allow local pick up there if customer selects pick up option. Creators will need to drop off Fri/Sat 11-4 and then notify CFC the order is ready. Their details will be included with an order when pick up option is selected. If needed, Katy will make time once a week to pick up from Creators, if covid allows.



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Product Images

All images should be labeled with clear reference to the product name and attached with product details when emailed to Katy Wallner at contactus@creativesforcommunity.net or shared via the CFC Facebook Group.

Please note: the initial view of the product image in the shop will be square but the full image will be available to view when clicked.

Physical Product:

We recommend 3-5 images including at least one front and centered view on light or white background if possible; a side view, in use, and if item is a wearable, on model. If customize options apply, please include images that reflect the options clearly.

Digital Product:

Please submit the largest possible size png file for the customer to download when purchased. We will provide a watermark for your image so your artwork cannot be stolen! This is a great option for those that want prints of their images done! Your image without watermark will be sent to the

Pricing

Due to the different nature of an online shop compared with a craft or artisan fair, please consider all costs incurred for determining your price. In addition to elements like cost of materials, overhead and profit margin, Creators should include the following in their unit price:

- Donation you have chosen for Grace Welcome Center
- Packaging materials
- Online processing fee (as of 11/2020, PayPal: 2.9% + \$0.30)

Payment to Creators

To make everything easy on my end and yours, all payouts will be done on Fridays via PayPal. If you do not have a PayPal account, it is easy to create one. If you see fit, I could arrange to payout via Venmo as well.

When a customer makes a purchase of a product, you will receive an email to fulfill that order. I will send you a receipt that Friday of your payout and also I will send you a confirmation of your \$ amount donated to Grace Welcome Center on your behalf. Everything will be tracked and confirmed so everyone feels secure about this process on the site!

As a Creator with Creatives for Community, please note your responsibilities:

>Confirm that you are the maker of the products listed and / or have permission to sell and distribute the item.

>Confirm permission to use the images and details provided.

>Agree to produce items as described, package and ship via US Postal First Class or if customer chooses, deliver for pick up to Kenosha Creative Space within the lead time given.

>Agree to have the amount you have chosen for each item be omitted from your payment and donated to Grace Welcome Center on your behalf.

Some Final Things

Creators are not bound to keep product listed on the Creatives for Community website and may request removal at any time. If Creators do not comply with these terms, CFC has the right to remove any product from the website store at any time. CFC does not require membership fees at this time but this may change in the future and Creators will have the right to deny further participation then. Creators are solely responsible for the condition of product the customer receives, all costs and shipping costs; Creatives for Community is not liable or responsible for these things. CFC will abide by the conditions outlined to the best of it's ability including notice to Creators if any hiccups with the website occurs. Thank you for partnering with

*Creatives for
Community*