



Fundraising Pie Drive Information

Thank you for choosing the Taillem Bend Bakery for your Fundraising Pie Drive.

Delivery Date

Please phone to organise a delivery date. Not all weeks are available due to do pie drives in high demand.

Orders

All orders need to be placed 2 weeks before delivery date.

Delivery

Delivery of all pie drives are usually made on a Wednesday or Thursday in the afternoon and are delivered in our refrigerated deliver van. Pie drives are normally delivered in the afternoon between 2pm-3pm.

Payment

Payment must be received prior to delivery day.

Crates

All crates must be returned within 7 days of receiving your pie drive unless prior agreements are made. Failure to return all crates will result in an invoice will be issued for the replacement of them.

Pricing

Pricing (the cost to your group) includes GST and delivery. There is also a suggested sell price to your customers but ultimately that is up to your organisation, the suggested sell price is just a rough guide. *For a current price and product list please contact us on 85723603.*

Your Order

We triple check your order during the process of making, wrapping and packing to ensure that everything that is on your "Tally Sheet" is there so please ensure that your "Tally Sheet" is correct with the orders you have, once you have received your order we recommend that you count the individual items before you distribute them to ensure that they are all there according to the number you have provided us and that you distribute your orders correctly. We cannot guarantee to be able make and or deliver extra products after your delivery date; due to products that have been distributed incorrectly, that have been left off your "Tally Sheet" or orders that have been received after the "Tally Sheet" has been sent to us.

Heating & Storage of Products

All products are made fresh to order and can all be frozen (except donuts), meat pies can be frozen for several months but are recommended not to be frozen for longer than that. *All products must be consumed before the best before date.*

Pies, pastie plates, quiches, cocktail items, pizzas, fruit pies, fruit crumbles, bar cakes and cream or custard filled donuts must be kept below 4°C.

Donuts are recommended to be consumed the day of order and are best kept at room temperature and are not to be stored in direct sunlight, in a hot place, in a fridge or cold place (e.g. close to an air conditioner or heater); Unless they have fresh cream or custard in the middle, then they must be kept in the fridge. Icing will run if not kept at the correct temperature for a long period of time.

Heating guide:

Meat pies & pastie plates- From fresh on 180°C for 15-20 minutes*

Quiche- From fresh on 180°C for 13-18 minutes*

Cocktail- From fresh on 160-180°C for 10-15 minutes*

Pizzas- From fresh not frozen on 180°C for 10-15 minutes*

Fruit pie & Crumbles- From fresh on 180°C for 15-20 minutes*

**Temperatures and times may vary depending on oven. Bake until over 60°C*

6 Easy steps to follow for profitable and successful fundraising.

1. Ring us on **8572 3603** to book a date for delivery and to confirm you have a current fundraising pie drive information pack.
2. Identify a coordinator to organise all the order forms, money and distribution of the products.
3. Organise your order forms and hand them out; you can use our order forms or you can design your own with your own logo on them. You can also attach a supporting letter to promote your fundraiser, including return dates for order forms, money and delivery date. We recommend that the order forms to be sent out 4-6 weeks prior to delivery date so you allow plenty of time for people to order.
4. Complete a list of totals using our "Fundraising Pie Drive Tally Sheet". TOTALS must be checked and double checked by you to ensure we bake the required numbers for each item. Allow plenty of time for you to count the order forms for the "Fundraising Pie Drive Tally Sheet".
5. Email or hand deliver your "Fundraising Pie Drive Tally Sheet" to us 2 weeks before your delivery date. Please attach a cover sheet with your name, contact number, organisation, delivery address and delivery date.
6. Deliveries are made usually on a Wednesday or Thursday and are delivered in the afternoon in our delivery van. On the delivery day we supply you with the "Fundraising Pie Drive Tally Sheet" for your convenience and we recommend that you count the individual items before you distribute them to ensure that they are all there according to the number you have provided us but we count them several times before we deliver them.

Please note:

All products are baked fresh, individually wrapped and labelled and then stored in a refrigerator until delivery.

All products should be distributed within 2 hours of delivery or be returned to refrigeration. You as the Food Handler need to pass this information onto your customers upon collection to ensure safe food practices.