



# Chapter Merchandise Form

## JACCOS TOWNE LODGE, ORDER OF THE ARROW

Chapters that want to make merchandise, such as patches, hats, t-shirts, etc. need to completely fill out this form and attach a final draft of the merchandise in their email submission.

All merchandise must be presented and approved by the Lodge Executive Committee (LEC) before any of the merchandise may be sold, ordered or otherwise purchased.

Once the form is filled out, please email it and the final draft of the merchandise to [patchcommittee@jaccostownelodge.org](mailto:patchcommittee@jaccostownelodge.org) for review and approval. After the Patch Committee approves, merchandise will be presented for approval at the next LEC.

Chapter seeking approval \_\_\_\_\_

Date needed for LEC approval \_\_\_\_\_

Number of items being made \_\_\_\_\_

Cost to make the items \_\_\_\_\_

Selling price of the items \_\_\_\_\_

Profit made off of all items \_\_\_\_\_

15% of all profit made \_\_\_\_\_

Make sure final design is attached with this form and emailed to the Patch Committee