



*Fundraise for
Your School
with Christmas Cards
designed by your own
school children*

Dear Principal / Parents Committee,

www.designacard.ie - making fundraising fun
by having your school children design their own Christmas card.

Registration open from now until October 31st 2022

1. Register your school online at www.designacard.ie. Please can you also include your School Roll Number. School Crest can be uploaded on all cards at no extra cost
2. When you have registered, please upload your pupil's names and classes. At this point your school will also need to confirm the language greeting for the inside of the card.
3. Children create their own Christmas design using felt tip pens, coloured pencils, twistables or water base paints only.
4. If you need to amend or add pupil's names please contact us on 090 – 6476599.
5. Your School / Parents Committee have the option to change the pricing structure if you wish. (This can be done by email through your) account manager. Sample letter is available on our website which you can use to send to parents
6. For schools that register early and avoid delays please have returned your templates with the amendments made to pupil's names by Friday 21st of October. To avoid missing postal dates please have your order completed by Monday 14th of November.
7. Our busy Elf will return all children's individually designed sample cards. Parents can place their order online using the QR code.
8. **New for this year parents can place their order online. This means you can keep your sample card. Alternatively you return the sample card with monies back to the school.**
9. **USE OUR ONLINE SYSTEM TO PLACE YOUR ORDER AND THIS ALSO ALLOWS YOU TO FOLLOW THE PROGRESS OF YOUR ORDER.**
10. Balance of monies due to Designacard.ie can be:
 - Lodged to account directly
 - Cheques made payable to IPI Teo and posted to
**IPI Teo, Unit 3 Blyry Commercial Business Park
Blyry Industrial Estate, Athlone
Co. Westmeath
PO N37 XF89**

