



About Our Company

Our mission is to help the gluten free community by providing great resources and fun ways to try new products that are safe for their families.

That mission is so important to us because we get it...most of our team lives gluten free. We know first-hand how difficult it can be to find the best products and we're here to make all of that easier with our monthly subscription box.

We know gluten free.

While Send Me Gluten Free has only been around since 2014, we have been helping the gluten free community for a pretty long time. We've hosted the Gluten Free & Allergen Friendly Expos since 2007, helping thousands of people discover new gluten free products and learn how to make their lifestyle easier. In 2010, we launched the mobile app Find Me Gluten Free. It quickly became the #1 gluten free restaurant finder app, and has since added thousands of listings to help people find safe places to eat locally and when traveling.



We care about safety.

Most of us live gluten free ourselves, so we are serious about our consumers' safety. All of the items in the box are gluten free. We require all of our brand partners to be certified gluten-free or tested to the FDA standard of less than 20 parts per million.

Meet our leadership team.



Jen Cafferty
Founder & CEO

Jen is the visionary and driving force of the company. Using her extremely large network, she brings knowledge, integrity and professionalism to connect manufacturers to their target consumer audience. Jen and her family both live gluten free.



Jason Elmore
Chief Technical Officer

Having celiac disease, Jason had a hard time finding safe places to eat. In 2010, he created the Find Me Gluten Free mobile app. Three years and over two million app users later, he's become our "everything tech" guy.



Elizabeth Greifenkamp
Customer Service Director

Elizabeth came to us with 12 years of health promotion and education experience. She's quite familiar with the trials and tribulations of eating "free from" foods, because she has a daughter with severe food allergies.



Laura Gruninger
Media Relations Director

After living gluten free for over 15 years, Laura combined her strong communication skills with her vast knowledge of the gluten free lifestyle to engage our consumer base through social media, blogger and media outreach.



Brand Registration

Complete and sign the next two pages if you are interested in participating in the Send Me Gluten Free subscription program.

Company Information

Company Name _____

Primary Contact _____

Address _____

City _____ State _____

Country _____ ZIP/Postal Code _____

Phone _____

Website _____

Social Media Information

Soc. Media/Marketing Contact _____

Email _____

Twitter URL _____

Facebook URL _____

Would you like to offer a discount code for SMGF recipients?

YES NO

Promo Code: _____ Expiration Date: _____

Mandatory Gluten Free Requirement

- Product must be certified gluten free OR tested at less than 20 ppm
- If your products are not certified gluten free, please provide proof that they test at less than 20 ppm.

Visit www.elisa-tek.com for laboratory testing services and diagnostic kits.

Product Information

Product Name: _____

Single Product Weight (Piece per box mailing, product weight in ounces): _____

The required product contribution is 1400 pieces. Our shipping box size is 10" x 8.5" x 2.5". Each month we will include 8-10 items; 2-3 full size products and 6-7 medium or small.

Not only will you be able to get your product in the hands of loyal consumers, but you can also provide them with additional information about your product! Please provide us with a 50 word description of the products you've included in the Send Me Gluten Free box. Descriptions may be edited for clarity and length.

Product Description:

Product Samples

In addition to product pallets, we require sample product to be sent ahead of time to assist in planning the monthly selection. Please send 1-2 samples to the following address:

ADDRESS #1 Gluten Free Media Group
SHIP PRODUCT 4906 Bryan Place
SAMPLES HERE Downers Grove, IL 60515

Coupons and Promotional Literature

We also have a convenient "Send Me Gluten Free Savings" envelope available for any inserts you may want to provide to your consumers. This can include coupons and additional literature to promote your product. We also offer the option to include a coupon for any gluten free items that are not within the box. **All materials must measure smaller than 3" x 5" (at finished folded size) to be included in the box.**

ADDRESS #2 Gluten Free Media Group
SHIP COUPONS & 215 Meadow Lakes Blvd
LITERATURE HERE Aurora, IL 60504

For ALL questions, contact Elizabeth Greifenkamp | 630-750-4948 | elizabeth@glutenfreemg.com

Photography Release

In the instance that we will photograph your product for promotion of our service, please fill out and sign the following form:

For good and valuable consideration herein acknowledged as received, the undersigned, being the legal owner of, or having the right to permit the taking and use of photographs of, certain property designated as

Name of product

does irrevocably grant to Gluten Free Classes, LLC. ("Photographer"), its heirs, legal representatives, agents, and assigns the full perpetual rights to take and use such photographs in advertising, trade, or for any purpose. The undersigned also consents to the use of any printed matter in conjunction therewith. The undersigned hereby waives any right that he/she/it may have to inspect or approve the finished product or products, or the advertising copy or other published matter that may be used in connection therewith, or the use to which it may be applied.

The undersigned hereby releases, discharges, and agrees to save harmless and defend Gluten Free Classes, LLC., its heirs, legal representatives, and assigns, and all persons acting under its permission or authority, or those for whom Gluten Free Classes, LLC. is acting, from any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form, whether intentional or otherwise, that may occur or be produced in the taking of said picture or in any subsequent processing thereof, as well as any publication thereof, even though it may subject the undersigned, his/her/its heirs, representatives, successors, and assigns, to ridicule, scandal, reproach, scorn, and indignity. The undersigned hereby warrants that he/she is a legally competent adult and has every right to contract in his/her own name in the above regard. The undersigned states further that he/she has read the above authorization, release, and agreement, prior to its execution, and that he/she is fully familiar with the contents thereof. If the undersigned is signing as an agent or employee of a firm or corporation, the undersigned warrants that he/she is fully authorized to do so. This release shall be binding upon the undersigned and his/her/its heirs, legal representatives, successors, and assigns.

Name (Please print)

Signature

Date

Terms & Conditions

PUBLISHER AS USED IN THE FOLLOWING REFERS TO GLUTEN FREE CLASSES, LLC and SEND ME GLUTEN FREE.

1. Product inclusion must keep with the general purpose of Send Me Gluten Free, which is to help people live a gluten free lifestyle.
2. All products must be gluten-free, meaning either certified gluten-free, tested to be less than 20 ppm, or within US governmental gluten-free guidelines for their category.
3. All products must not be expired for more than 3 months from the shipping date. Example: If shipping is March 1, product must not expire until after July 1.
4. All products must fall within the requested size, weight and product category.
5. Products must be delivered to the warehouse by the appropriate deadline, in order to be included.
6. All product inclusion is subject to the publisher's approval. The publisher reserves the right to reject any product inclusion.
7. The publisher assumes no liability if for any reason it becomes necessary to omit a product.

Product Contribution Authorized By:

Name (Please print)

Signature

Date

By signing above, I agree that I have read and agree to the Publisher's Terms & Conditions.



Warehouse Receiving Guidelines

WAREHOUSE SHIPMENT ADDRESS

iD Commerce + Logistics
Attn: Gluten Free Subscription Box
80 Internationale Blvd, Suite# A
Glendale Heights, IL 60139

APPOINTMENTS ARE MANDATORY for all deliveries & must be scheduled with at least a 24-hour window.

Call Elizabeth Villanueva at 630-694-7240 or email receiving@idcomlog.com to schedule an appointment. Deliveries without an appointment number will not be unloaded and will be scheduled for a later time. **No same day delivery will be accepted!**

Please email Brandon Jones at brandon.jones@idcomlog.com with the tracking information once it's available so we know when to expect your deliveries.

Warehouse Hours

Receiving Hours

Monday-Friday, 8:00am-4:00pm CST (**Receiving closed from 12:00pm-1:00pm**)

After Hours Receiving

Available for an additional charge and must be scheduled at least 48 hours in advance of delivery. Call Elizabeth Villanueva at 630-694-7240 or email receiving@idcomlog.com. If you are unable to reach Alma, please contact Jose Hernandez at 312-953-2092 or via email to receiving@idcomlog.com.

Pallets

- Two way & four way pallets are accepted in three sizes: 48"x40", 48"x42", 48"x48" **with a maximum skid height limited to 54"**. No cardboard skids will be accepted & all skids must have top and bottom runners.
- **All load tags or carton skids must be labeled with the following:** SKU, description, quantity per carton, product version (if applicable) and serial number (if applicable).
- Pallet exchanges for carton vendor's only (shipping cartons) must be pre-arranged when calling to schedule an appointment.
- Any deliveries originating from outside the country must utilize either plastic or IPPC treated pallets. **IPPC certification is mandatory!**

Shipment/Receiving

- All receiving will be posted within 8 business hours and stock will be located within 8 business hours of receipt unless special agreements are in place.
- Please label all items "Attn; Gluten Free Box". These should be received by the 15th of the month prior.
- All deliveries must include a completed bill of lading and packing list – **failure to include these will delay the unloading process until shipment documentation is received.**
- Damages/Quality Control – Shipment damages will be documented and images captured for notification to Client.
- All cartons for same SKU must have same quantities in them.

For All Warehouse Receiving Questions Contact:

Brandon Jones – Account Executive

80 Internationale Blvd, Suite A • Glendale Heights, IL 60139
630-694-7237 • brandon.jones@idcomlog.com



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