

SCRIP INFORMATION AND ENROLLMENT

2018-2019



WHAT IS SCRIP?

Simply stated, it is using store gift certificates (gift/debit) when shopping for everyday goods and services while reducing tuition and supporting the Lord's ministry at St. John's Lutheran, Burlington. Purchase same-as-cash gift cards and use them for what you normally buy – like groceries, restaurants, gasoline, hotels, clothes, and more. Your family will earn a percentage from every purchase you make using Scrip.

WHY SCRIP?

TUITION ASSISTANCE! Each year, families have the option of applying 90% of the rebate generated by their purchases to a student's tuition. Any student/family of St. John's Lutheran – Burlington (school or church) may establish a Scrip account by completing the annual **Scrip Enrollment Application Form** and returning to the school office or Scrip Coordinator (Tracie Velardo). Information and forms for the Scrip program are located in the school office or can be found online and downloaded via the St. John's website. The remaining 10% of income will be used to support additional program fees incurred by the school.

HOW DO I ORDER, PURCHASE AND RECEIVE SCRIP?

1. **Annual Scrip Enrollment Application.** Prior to participating in the program each year, families should fill out the annual Scrip Enrollment Application. The completed form should be returned to the school office or Scrip Coordinator prior to or with your first Scrip order.

2. **Order Scrip.** Families should register for their online Scrip account at www.shopwithscrip.com. All orders must be completed online using a Scrip account. When setting up your Scrip online account, use the St. John's enrollment code: **B15LC19737313**. Once your family is registered online, the *Username* and *Password* will remain the same from year-to-year. If you have previously set up an account, simply SIGN IN to complete your order. All families are to order their Scrip online, but payment can be made either online (PrestoPay) or by check/cash through the school office.

3. **Payment:** Families have the option of purchasing scrip using cash, check or PrestoPay.

- **Cash or Check.** When ordering physical gift/debit cards using cash or check (payable to St. John's Lutheran School) through the school office, a completed **Scrip Order Form** should accompany payment and given to the school administrative assistant no later than noon on Monday morning for delivery by Friday of the same week. Cards may be picked up in the school office on Friday, or they can be sent home with a student/family whose name has been identified on the order form. Physical Scrip cards can also be purchased using PrestoPay (online payment).
- **PrestoPay (online payment).** PrestoPay is a convenient way for families to pay for their Scrip orders online or to purchase eScrip (ReloadNow and ScripNow). Interested families will need to set up the PrestoPay feature by using a designated bank account. There is a \$0.15 convenience fee per order that will be charged to the family.
 - When using **PrestoPay for physical cards**, please **complete the Scrip Order Form** and return to school office by Monday at noon to be included in the weekly order. The order form notifies the office there is an order pending.
 - When using **PrestoPay for eScrip**, no payment or Order Form is needed by the school office. The major benefit of purchasing eScrip is the ability to immediately use the eScrip for purchase of goods and services.

SCRIP COORDINATOR & FURTHER INFORMATION:

If you have questions regarding the Scrip program, the www.shopwithscrip.com website is full of information. Most questions can be answered using the LEARN tab and the FAQ section within the website. If you have further questions, please contact this year's Scrip Coordinator, Tracie Velardo at scripsjb@gmail.com.

ADDITIONAL SCRIP PROGRAM RULES AND GUIDELINES:

1. Enrollment into the Scrip program may be completed any time throughout the school year.
2. 10% of the total net profits accumulated by your Scrip purchases will be used to pay fees and shipping expenses incurred by the school for participating in the program. The remaining 90% of the net profits may be used as tuition credit for a current student of St. John's Lutheran School.
3. Tuition disbursements will be made only to a St. John's Lutheran School Scrip tuition account.
4. Statements of Scrip profits will be made annually, no later than July 15 of the designated school year. Families can access their total rebate amount through their account at www.shopwithscrip.com. Families retain 90% of their total rebate for tuition.
5. Tuition credits will accumulate from purchases made between July 1 and June 30 of each school year. The tuition credit will be applied to current 3K to 7th grade student's tuition for the following year.
6. Scrip orders must be completed online at www.shopwithscrip.com. Information on registering for a family account can be found in this packet.
7. Scrip purchases for physical gift/debit cards (cash or check) through the school office should include a completed *Scrip Order Form* accompanied with payment. Both order form and payment should be given to the school administrative assistant by NOON on Monday for delivery by Friday of the same week.
8. Scrip purchases using PrestoPay for physical cards (online payment) need to notify the school office via a *Scrip Order Form* in order to be included in the weekly order.
9. eScrip purchases using PrestoPay (online payment) do not need to notify the school office or complete an order form.
10. There will be no Scrip orders on 3 or 4 day weeks, or when school is closed.
11. Scrip purchases are not tax deductible because you receive dollar for dollar value. No interest will be earned on Scrip rebates.
12. If a check or PrestoPay payment is returned because of non-sufficient funds (NSF), a \$30 fee payable to St. John's Lutheran School will be charged. Once a NSF has been tendered, Scrip ordering privileges will be limited to cash only.
13. Scrip cards and certificates are the same as cash, and should be handled accordingly. St. John's Lutheran will not be responsible for any cards or certificates that are lost, stolen, or misplaced while in your possession or delivered to assigned child.
14. Scrip bought in the current school year (July 1 through June 30) will be applied to tuition in the next school year.
15. Scrip certificates are purchased on your behalf, and are not returnable. Scrip discounts may change periodically; you will be credited with the actual discount in effect at the time of your order.

SCRIP ENROLLMENT APPLICATION

2018-2019



St. John's Lutheran Church and School
198 Westridge Avenue
Burlington, WI 53105
School Phone: 262.763.2377

Directions: Please fill out entire form legibly and return to school office or Scrip Coordinator each school year prior to or with first Scrip order.

Last Name: _____ First Name: _____

Street Address: _____

City: _____ State: _____ ZIP Code: _____

Phone number in which you can be reached: Home Work Cell _____

Email address: _____

Check ONE of the following for your credit from Scrip:

- 100% to St. John's Lutheran School
- 90% to my own family account and 10% to St. John's Lutheran School
- 90% to the account of the family or families (listed below) and 10% to St. John's Lutheran School

If Scrip profit is to be applied to a student or family tuition, please list their name and percentage. If you select a family other than your own, please provide first and last names.

Student/Family Names:	Percentage:
_____	_____
_____	_____
_____	_____

Printed Name: _____ Date: _____

Signature: _____

Thank you for supporting our school!