

Saint Charles Scrip / E-Scrip Information Packet

Welcome to Saint Charles. We hope this informative packet makes learning about and participating in our scrip program easy and something you'll incorporate into your everyday lives.

The Scrip program is one of St. Charles School's primary fund raisers. It is the only fundraiser that does not cost families additional money. The monies raised from both Scrip and E-Scrip go directly into our operating budget for the year and helps us defer the rising costs of tuition, staff salaries, and facility improvements. Saint Charles families that participate in the Scrip Program receive a tuition discount.

E-Scrip is the simplest way to raise money for our school. When you register major credit cards, super market club cards, and other department store credit cards on escrip.com St. Charles will receive an average of 2% of each purchase from the participating merchants. Having other family members (grandparents, aunts, uncles) and friends register their cards is another way to increase our profits from E-Scrip without spending any extra money. You can also shop at the [escrip](http://escrip.com) online mall at escrip.com and buy from merchants like Nordstrom, Staples, Lands End & many more. Go to www.escrip.com before you shop on line.

Paper/Gift Card Scrip is specific monies or "gift" cards from various retailers. These gift cards and paper money are available every day at the school office for you to purchase. (While the gift card is becoming more widely used, retailers such as Foodville, and Lunardis, continue to offer special paper money for scrip purchases)

Why is paper scrip important if you already registered your credit cards for E-Scrip?

Paper scrip sales result in higher contributions to our school. Where E-Scrip gives an average of only 2% donation on each purchase, paper scrip can yield 5%, 9% or as much as 13% from certain retailers.

We stock over 40 retailers for your convenience including local markets such as Foodville and Lunardi's, as well as major retailers like GAP, Old Navy, Macy's, Best Buy, Home Depot, and Barnes and Noble. Many more are available to you through our Special Scrip Order form, delivered weekly in the Wednesday Envelope (our school mail system). A Special Scrip order gives you the opportunity to order from the many merchants that offer a discount to us, but we don't stock. These orders need to be turned in on or before Thursday and you will receive your special scrip the following Thursday.

E-Scrip is the easiest program to participate in, but paper scrip offers us the best percent on our money. Using both programs raises the most money for the school and covers much of the normal shopping most families do.

Where To Begin?

- 1. **Register your cards on E-Scrip at www.escrip.com.**
Cards to register are: Credit Cards (includes ATM cards with major credit card symbol), ATM, Macy's, Office Max, Safeway, Draeger's, & Vons cards. Remember you and your spouse may have different numbers on your joint account cards, so be sure to register both.
Don't Forget To Write Down Your Password & Sign I n Name as you will need to update periodically!
- 2. **Help register your Friends & Family members like Grandma & Grandpa on e-scrip**
- 3. **Register your Albertson's card, and Nob Hill card.**
Follow the registration instruction given in this packet if you use these markets.
- 4. **Start Buying Paper Scrip Today!!!!**

How Do I Buy Paper Scrip?

1. **Pick Up A Form** - Forms are available in the rack outside the office and are delivered to you each week in the Wednesday Envelope.
2. **Fill out the form and write your check** payable to St. Charles or pay cash.
3. **Return form (with both white & yellow copies) and payment:**
 - a. To Fran in the office- She will do her best to fill the order right away if needed, or you can pick it up later in the day. You may also have it sent home with your child or pick up your order from extended care.
 - b. In the Wednesday envelope. Your order will be filled and sent home with your child or available for pick-up from the office, whichever you indicated on the form.
4. You will receive your scrip along with the yellow portion of the order form for your records in an envelope marked scrip. We use the white portion for our records and to keep track of your scrip commitment.
5. **Summer Vacation Orders:** Scrip is available through the summer. Please call Jennifer Doherty at 596-7337 for order and pick-up information.

Things to Remember

1. **Scrip Year:** The scrip year starts April 1st and ends March 31st. Families that participate in scrip tuition need to purchase at least \$4000 worth of scrip during that year. E-scrip takes 3 months to report a given month to us. So we will have March totals on July 1st.
2. **E-Scrip cards need to be updated.** Every time you receive a replacement card with a new expiration date it needs to be updated on escrip.com. You will not get credit for your purchases if your card has expired!
3. **Safeway Cards:** Safeway cards need to be renewed at escrip.com once a year in the fall. We will send home a reminder.
4. If you want to **link additional family members and friends** e-scrip accounts to your scrip totals, you must fill out a Family & Friends Scrip Form so we can credit you accordingly.
5. **Schoolpop:** You can shop online through www.schoolpop.com and earn credit towards your scrip balance. Register online, click the desired merchant, and shop away. You must always start your shopping at Schoolpop.com to receive credit.

*Please remember that even after you reach your quota,
St. Charles School benefits from your additional purchases.
There's no need to stop there, buy away!!!!!!!*

The Children and the school thank you for your support.
We would like to see every school family using Scrip in their day to day shopping.
Scrip is the easiest way to support our school with no additional cost to you!

It's Fast, It's Easy, It makes a difference

Everyday Purchases..... Extraordinary Results.....

Albertson's and Nob Hill Card Registration Instructions

ALBERTSON'S

Once you've registered at Albertsons.com you will get credit towards your scrip totals every time you use your Preferred Savings Card. Albertson's will report your name and amount of qualified purchases to St. Charles periodically.

To receive your Preferred Savings Card and start getting credit for your Albertson's shopping go to:

www.albertsons.com

Type your zip code in the "Get Started" box.

Select "**In the Community**" (bottom of page)

Select "**Community Partner's Icon**" (right side of page)

Select "**Shoppers login or register.....**"

Select "**Sign Me Up**" (in benefits column)

- **Fill out Form**

Select "**Sign Me Up**"

- "Thank You for Signing Up Page" **print or write down card number**

Select "**Click here to continue your community partners sign-up**" (right side)

Select "**Sign Me Up**"

Type Saint Charles Community Partner #49000112345 or input San Carlos, CA

Select "**Add A Partner**"

Confirm that information says "Saint Charles School"

Select "**Exit**" on the post and you're done!

You will receive your cards in the email. You can use your card or phone# at the store.

Now each time you shop at Albertson's with your registered Preferred Savings Card, Albertson's will contribute a percentage in your name.

NOB HILL

First pick up a Nob Hill card from the School Office. Each card must be registered online before you and our school will benefit.

Have your Nob Hill Card in Hand.

Go online to www.nobhill.com

-Click on - "Quality of Life Card" (left side, under "Neighborhood" Heading)

-Click on - "Click Here to Activate Your card." (#2)

- Fill Out Form

-Click on - Join Now

-Your account information will appear, Review it, Change if necessary.

-Click on - "Scrip" on lower part of page.

-Enter card number & password, press enter.

- Confirm that Green Box says St. Charles School.

-Log Out.....

Now you're ready to shop. Just present your card each time you are at the check out counter.

You must have the card to get credit, just a phone number won't work!

You can access you account online at any time to see how much money you've earned

E-Scrip Family & Friends Form

Name: _____

Names of the people you would like to receive e-scrip credit from:

1. _____

2. _____

3. _____

4. _____

These names will be linked with yours.
Their totals will count toward your scrip requirement and
greatly benefit our school.

This is an easy way to raise additional money for St. Charles.
Don't let your Family and Friends purchases go to waste.

Please turn form into the office.

-Thank You For Supporting Our School -

E-Scrip & Paper Scrip Vendors

Some Popular E-Scrip Venders		Paper Scrip Venders we Sell Everyday	
<p>A.G. Ferrari American Airlines Andronico's Baja Fresh Bianchini's Big 5 Big O Tires Carl's Jr. Carlmont Pharmacy Carrows Carnival Cruise Celebrity Cruises Disney Cruises Princess Cruises Royal Caribbean Draeger's Dream Dinners Ducky's Eddie Bauer Foodville Key Market Le Boulanger Linens & Things</p>	<p>Lullaby lane Lunardi's Macy's Mercury News Merry Maids Mollie Stones Office Max Peninsula Beauty Supply Pep Boys Piazza's Roundtable (not San Carlos) Safeway Service Master S.F. Chronicle Shutterfly (sign-up through e-scrip) Terminix Trag's TruGreen ChemLawn Webtrafficschool.com Wegman's Nursery Whole Foods</p>	<p>Arco American Eagle Baja Fresh Barnes & Noble Baskin Robbins Bath & Body Works Bed, Bath & Beyond Best Buy Blockbuster California Pizza Kitchen Chevy's Claire's Crate & Barrel Dennis Uniform Foodville Gap/Old Navy/ Banana Republic</p>	<p>Home Depot Jamba Juice Long's Lunardi's Macy's Office Depot Peet's Coffee Safeway See's Candy Shell Oil Smart & Final Sportmart Starbucks Toys R Us Walgreens Williams Sonoma / (Pottery Barn)</p>
<p>www.escrip.com</p>		<p>Check out our supplier Great Lakes Scrip at www.glscrip.com to find out about additional merchants, and details & restrictions (if any) when using cards.</p>	

You may notice that some vendors are located in both the e-scrip column and the paper scrip column. Some vendor's participate in both programs but we always receive a better percentage through the paper scrip program.

Some examples are:

- Macy's - 2% average from e-scrip, guaranteed 9% from paper
- Foodville & Lunardi's- 2% average from e-scrip, guaranteed 5% from paper.
- Baja Fresh- 2% average from e-scrip, guaranteed 7% from paper
- Safeway- 2% average from e-scrip, guaranteed 3% from paper