The SCRIP program was started to help offset the cost of tuition. The program utilizes local businesses as well as a larger corporate program, RiaseRight.

The SCRIP program purchases gift cards from a variety of vendors at a discounted rate. You then purchase those same cards from us at face value and the discounted amount is applied to your tuition account. The cards that are purchased are used like cash at places such as restaurants, department stores, grocery stores, gas stations, hair/nail salons, hotels, etc. As these are items you would normally purchase anyway, you are essentially earning "free" money. Utilizing the program when planning for Christmas, birthdays, or vacation is an easy way for you to maximize your savings.

Earnings may be applied to your tuition account, donated to another family, or donated to the school. Future family accounts may also be set up for those who anticipate having a child in the school in the future.

Orders are placed every Monday during the school year except during holiday breaks and Mondays off of school. The program runs during the summer as well.

Orders may be placed in three ways:

- 1. You may use our pre-printed order forms and include a check payment. Order forms may be obtained in the school office and on the school website: smvschool.org. These order forms are only a partial list of what is available to order and contain the favorites of our families. A complete list can be found on-line at www.RaiseRight.com. Items not on the form can be written in on the order form.
- 2. You may place orders on-line. You will need to register an account on the RaiseRight.com website.
- 3. You can download the RaiseRight app on your phone and place orders right from the app. You would use the same account you set up on the website or set up your account from the app.

Please see the section marked "on-line Ordering" for more information.

The program will run weekly throughout the school year. Orders are due on Monday by 8am. Orders received late will be processed the following week. Paper orders may be dropped in the office or sent in with your child. A summer schedule will be posted at the end of the school year.

All paper orders must be accompanied by a check made payable to "St. Marys School or SMV". This is a tax exempt program; you receive goods dollar for dollar. Note: a \$20 fee will be assessed for a non-sufficient funds (NSF) check. After two NSF checks are received, ordering privileges will be suspended for the duration of the school year.

SCRIP gift cards are the same as cash and we cannot be held liable for lost or stolen cards once they have been received by you or your child. Cards are also non-returnable, so please be aware of this before placing your order.

Rebates earned for each account will be held by the program and applied quarterly to your tuition account October, January, April, and July.

A small administrative fee is withheld at each payout cycle to cover expenses of the program. Examples of these expenses are shipping fees, envelopes, software subscription and other office expenses.

Family or friends may help you with your tuition in one of two ways:

- 1. By ordering certificates through you directly.
- 2. By registering their own account and indicating the percentage of their earnings that will go to your account.

Families who hold a "future family account" will be managed in the same way, with earnings held by the program, to be applied once their child is registered.

If your children no longer attends St. Mary's, any rebates in your account may be applied to outstanding tuition, another current family, or donated to the school.

## **Online Ordering**

To register, go to www.RaiseRight.com. You will need to register as a new family. Our school code can be obtained from a SCRIP coordinator. After entering your account information, follow the prompts to link your checking account for easy payment, like PayPal. This is totally secure and used only by RaiseRight. Once your account has been verified, you will be able to start ordering. You may notice that your online orders give the option to pay by check. Please have that payment to us by 8am the day we are placing the order. When using your checking account, there is a small fee of \$0.29 per order. Credit card payments are assessed a 3% fee per order. Debit card payments are assessed a 1% fee per order. We cannot process an order without prior payment.

## RaiseRight App

The RaiseRight App allows you to access your account from your phone for ReloadNow and ScripNow options, as well as place orders for physical cards. This is very handy when you are out and about and in need of SCRIP. Many vendors that participate in the ScripNow option allow you to present a barcode or certificate on your phone at the point of purchase. There is also a handy wallet feature that lets you keep track of your e-cards and reloadable card balances.

A few notes regarding RaiseRight

You can place your order for physical cards anytime, but it will only be processed when we do our blanket order at school on Monday morning.

Your order will be delivered to school and sent home in the manner you choose. An exception to this is for any part of your order placed for "ReloadNow" or ScripNow". Those products will be delivered immediately to your account.

There is a "Favorites" section for you to add your frequently purchased products and make ordering faster.

The website allows you to do more than just order physical cards. It allows you to access ScripNow and Scrip Reload. ScripNow allows you to print out paper certificates or access e-cards to be used immediately after purchase. Scrip Reload or ReloadNow allows you to add funds to a physical gift card. This avoids the wait for a new card to be delivered. Please see the website for full explanation of these options.

Also, at any point, you may still utilize the paper order forms. All your purchases will get the same credit.

If you have any questions please contact Nicole Hassevoort 616.262.9681