

# SCRIP ENROLLMENT FORM

## St. Luke Catholic School SCRIP Program 2008-2009 School Year

Family Last Name:		
Contact First Name:	Contact Last Name:	
Street Address:		
City:	State:	Zip:
Email Address:		
Home Phone:	Work Phone:	Cell Phone:

### ***SCRIP PROGRAM RULES, GUIDELINES, RESPONSIBILITIES AND WAIVER***

- 1) The St. Luke SCRIP Program will begin each July 1<sup>st</sup> and end the following June 30<sup>th</sup>.
- 2) Those participating in the St. Luke SCRIP program will receive 50% of the profit from their SCRIP purchases in the form of savings of funds being applied towards Book Fees, Music Fees and/or Lunch Fees. The remaining 50% will be applied towards St. Luke Catholic School Tuition Assistance Fund and expenses to administer the St. Luke Scrip Program.
- 3) Each participating family must sign this **SCRIP ENROLLMENT FORM** before any certificates will be released. Completion of a **SCRIP ENROLLMENT FORM** will be required at the beginning of each SCRIP Program year and will be kept on file with the SCRIP Coordinator.
- 4) Each participating family will be provided a unique customer ID number, which will allow them to login to the Great Lakes SCRIP website, [www.shopwithscrip.com](http://www.shopwithscrip.com).
- 5) All certificate orders must be completed online with [www.shopwithscrip.com](http://www.shopwithscrip.com) and paid for online through Great Lakes SCRIP's *Pesto Pay*. **ALL SCRIP ORDERS MUST BE PREPAID THROUGH PESTO PAY. NO ORDER WILL BE PLACED UNTIL FULL PAYMENT IS RECEIVED.**
- 6) If your *Pesto Pay* check is returned because of non-sufficient funds (NSF), you will be charged a \$55 fee payable to St. Luke. After two NSF checks are tendered on your account, your SCRIP ordering privileges will be limited to money order only. **NO ORDER WILL BE FILLED UNTIL FULL PAYMENT IS RECEIVED AND THE NSF Fee is paid.**
- 7) SCRIP Certificate payments are not tax deductible because you receive dollar for dollar value.
- 8) The SCRIP Coordinator will provide each participating family a Family SCRIP Summary twice a year (Dec 30<sup>th</sup> and June 30<sup>th</sup>). The Family SCRIP Summary will provide you with a list of your family's purchases and money your family earned.
- 9) SCRIP Certificates are purchased on your behalf, and are not returnable.
- 10) SCRIP Certificates are the same as cash, and should be handled accordingly. St. Luke Catholic School, St. Luke Catholic Church, the St. Luke SCRIP Program or any of their employees or volunteers will not be responsible for certificates that are lost, stolen or misplaced while in your possession or the possession of a designated Responsible Student.

Family Last Name:

## SCRIP ENROLLMENT FORM (continued)

11) Orders placed with [www.shopwithscrip.com](http://www.shopwithscrip.com) by noon on Friday will be available and distributed on the following Wednesday. Please select **ONE** method of distribution for your SCRIP Certificate Order.

### DISTRIBUTION SELECTION

(Choose only one option)

☐ **I WILL PICK-UP MY SCRIP ORDER IN PERSON**

I will be picking up my SCRIP Order Packet from school on Wednesday. Pick-up times the SCRIP Order Packets will begin 30 minutes prior to school being let out and 30 minutes past school's final bell (i.e., 2:30-3:30 on normal school days).

☐ **PLEASE SEND HOME MY SCRIP ORDER WITH MY CHILD**

In signing this waiver, I agree to be a participant in the St. Luke SCRIP Backpack Program. I have read and agree to the SCRIP Rules, Guidelines and Responsibilities of the Program. I understand that once the SCRIP Order Packet containing merchant certificates is delivered to my child, I assume all responsibility. In registering for this program and choosing the backpack distribution method, I am aware that there are possible consequences. Scrip certificates have a cash equivalency, and if lost or stolen, cannot be replaced, traced or refunded. In deciding to participate in this program, I will consider the age and maturity of my child, how he/she gets home from school and potential situations where the backpack is unattended (after school programs, sporting events, etc.). I will not hold St. Luke Catholic School, St. Luke Catholic Church, the St. Luke SCRIP Program or any of their employees or volunteers responsible for lost, misplaced, or stolen certificates. If the student is absent the day of distribution the SCRIP Order Packet will be held in the office for pickup. If not picked up it will be sent home with the indicated Responsible Student the next day they are in attendance.

<b>Responsible Student Name:</b>	
<b>Teacher Name:</b>	<b>Classroom:</b>

12) When receiving your SCRIP Order Packet Envelope containing your order, whether picking up or receiving via the St. Luke SCRIP Backpack Program, you agree to open immediately and verify its accuracy. You agree to review the Order Receipt Verification sheet, match up the SCRIP Certificates to your order, sign the Order Receipt Verification sheet and return to school. Your signature indicates you have received your order in its entirety and the SCRIP order is correct.

13) **ALL DISCREPANCIES MUST BE REPORTED TO THE SCRIP COORDINATOR WITHIN 48 HOURS.**

14) SCRIP orders will be distributed in the SCRIP Order Packet Envelopes **ONLY**. No SCRIP Certificate Orders will be distributed without the SCRIP Order Packet Envelope. If we have not received your SCRIP Order Packet Envelope by Wednesday AM, your SCRIP certificates will be held until the SCRIP Order Packet Envelope is returned.

**LOST SCRIP ORDER PACKET ENVELOPES MAY REQUIRE PARTICIPANTS TO PAY A \$5.00 REPLACEMENT FEE.**

**AGREEMENT:** I understand SCRIP Certificates are the same as cash, and I will handle accordingly. St. Luke Catholic School, St. Luke Catholic Church, the St. Luke SCRIP Program or any of their employees or volunteers are NOT responsible for lost certificates, misplaced certificates, or stolen certificates after being released to me or to my designated Responsible Student and in our possession. I have read and understand the SCRIP PROGRAM RULES, GUIDELINES AND RESPONSIBILITIES listed above completely. I agree to abide by these program rules, guidelines and responsibilities.

**PRINTED NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_