

# Scrip 101



Order Scrip Online!  
ACH Payments!  
Mobile App!

**\*What is Scrip?** Scrip fundraising is a no-selling program that allows families to raise money for their school tuition and money for their non-profit organization. Scrip is just another way to pay for everyday purchases using gift cards in place of cash, checks, and credit cards. You purchase gift cards from your organization at face value, and your coordinator orders those cards from Great Lakes Scrip Center at a reduced price. The difference is an instant rebate for your organization and applied to your school tuition! It's really that simple! When you use Scrip gift cards at your favorite retailers, you're fundraising while you shop. Over 300 of the country's biggest brands, including grocery, department stores, gas stations, restaurants, hotels, home improvement, and more, are available, including local retailers as well! Just by using Scrip to pay for your normal weekly purchases, you can easily raise \$500 or more per year!

1. **To get started:** Fill out an enrollment form and turn it in to the school office, or place in an enveloped labeled "Scrip" and send to school with your child. Indicate on the enrollment form your wishes on how you will receive your order. During the school year we can send your filled order home with your child. **Your child will be responsible for the Scrip once we give it to them.** If you want to pick up your filled order you may do so at the school office. Physical cards during the summer will be arranged pick-up with the program coordinators.

2. **How do I order?** There are two ways to order: 1) online or 2) a physical order form. To order online, see the instructions below to set up an account and order. To order using a physical order form, pick one up from the office or download one from the school webpage (main page on the bottom).

**To set up an account online** please follow these simple instructions.

1. Go to [www.shopwithscrip.com](http://www.shopwithscrip.com)
2. Click on "Register" at the top of the page.
3. Read "Join Your Group's Existing Program". Click "Join a Scrip program".
4. Enter the enrollment code (1L84LAB353663) (Please only give this out to people you can trust to eliminate any potential scams). Enter the code then click "Register".
5. **Enter your email as your username** and then a password (both are case sensitive). Fill in other information.
6. Verify your account by entering the verification code received on your cell phone as a text message or phone call (depending on the preference you selected).
7. Click "Submit".

3. **Ordering Online** Once you've registered and are **ready to place an order**, go to <https://shop.shopwithscrip.com/>. **Your email is your username.** Click "Sign In" at top of page. You can order scrip from both local and national merchants using the "**Shop**" tab at the top of the page. **Our local retailers are mixed in alphabetically with the national retailers.** You can see all the merchants in a category, search for a specific store or restaurant, or use Express Orders (under "Family Functions", or "Express Order" tab) if you know what you need without browsing. You can also create "Shopping Lists" where you can create a weekly or monthly list. To search for a specific retailer, Click Browse, and letter of retailer OR click on the magnifying glass in the top right corner and enter retailer name in the search box.

4. **Types of Scrip** Retailers may offer physical gift cards, eGift cards (electronic gift cards sent to a mobile device), or may offer the option to reload a current physical gift card. Options will vary by retailer. **All local retailers (unless also a national, corporate retailer) will be physical gift cards/certificates. Orders requiring a physical gift card (both local and national retailers) must be placed BY midnight (12AM) on the 1<sup>st</sup> and 15<sup>th</sup> of each month** so the request can be included on a bulk order submitted by VCA Scrip. The orders will be placed in the early mornings on the 1<sup>st</sup> & 15<sup>th</sup> so they can be shipped out that same day. Any

orders for physical gift cards received between these two dates will go on the next order. Some retailers offer eGift cards. You may always order e-gift cards at any time and pay via the “Bank Account” option or by sending a check to the school. **To receive the e-gift cards immediately you must use the bank account or credit card option.** There is a 15¢ service fee for each use of paying by bank account, and 2.6% fee by credit card, but your rebate is typically higher than that. Otherwise, you may purchase e-gift cards and select “check” as the payment option and submit a check to the school; your e-gift cards will then be released electronically with the next bulk order (1<sup>st</sup> or 15<sup>th</sup> of the month).

5. **Payment Options** There are multiple ways to pay for Scrip. An online ordering option for payment is “**Check**” – You will select this option if you are enrolled in the ACH payment option. Otherwise, you may drop a check off to the VCA school office or place it in the payment box outside of the office. Another other payment option is to pay by linking a “**Bank Account**” and having the funds automatically withdrawn. This feature is offered by the Shop with Scrip company. Your checking account will be debited by Great Lakes Scrip Company (There is a 15¢ service charge for each use of this feature). See link for “Payment Types” under “Family Functions” on shopwithscrip.com for information on how to set up “**Bank Account**”. You may also pay by **credit card** which charges a 2.6% fee. Get gift card codes emailed to you instantly with **e-Gift cards** paying via Bank Account or Credit Card. **E-gift cards are not available for locally owned retailers including Fareway, Hy-Vee, etc., and not available for all national retailers.**

6. **Mobile App** Scrip has a mobile app- **RaiseRight by ShopWithScrip** and is supported on Apple and Android. You may place orders for all Scrip types on the app, check rebate earnings, and more!

7. **Double check those orders!** When you order online- you are **NOT** able to make changes to that order once it has been submitted. If there is an error, call/text a Scrip Coordinator: Katie Smith (712-299-3960) or Kelley Bonnes (515-490-9072) ASAP.

8. Orders for physical gift cards will be available at the VCA school office approximately 5 days following the 1<sup>st</sup> & 15<sup>th</sup> of each month. You may stop in the office during normal office hours (Mon-Fri 7:45am-3:45pm during the school year; hours will vary in the summer, contact the office or a coordinator to arrange pick-up). You may also elect to have your Scrip order sent home with your child if you elect this option on your enrollment form.

9. **We accept paper order forms from those who don't care to order online or do not have a computer!** Paper order forms are available in the school office, on the bottom of the school webpage, or by contacting a Scrip Coordinator.

10. **Join the List for Text Reminders to Order & Updates on the Program!** To join, send a text to 81010 and text this message: @vcascr

Questions? Contact Scrip Coordinators Katie Smith ([ktmlarsen@gmail.com](mailto:ktmlarsen@gmail.com), 712-299-3960) or Kelly Bonnes ([ikk\\_bonnes@live.com](mailto:ikk_bonnes@live.com), 515-490-9072).

**\*\*\*Forward this information to your out of town families and friends\*\*\***

(If the online orders are coming from them, an enrollment form would have to be filled out with their name, address, etc. --- If you order for them, no enrollment form is necessary from them. For them to utilize eGift cards and instant payment, they should follow the instructions to set up an online account for themselves on this page and indicate your child/children's name during enrollment. They may also elect to make payment via the ACH option.)

**\*\*\*It will be your responsibility to pick up their filled order and get it to them.**

Tuition dollars earned are applied as a credit to your billing statement monthly, OR you may opt to have the full rebate go to the school.

*Thanks for using Scrip – you are on your way to earning revenue for your child's tuition at Victory Christian Academy AND supporting the school! 😊*