

WHAT IS SCRIP?

Scrip is a year-round fundraiser for our school – and is a very important way to keep our tuition cost down. When you purchase Scrip, you are purchasing a gift card/certificate to a national or local business that participates in the Scrip program. These businesses then donate a percentage of your purchase back to the school. **There is no extra cost to you.** There are many different types of Scrip available for purchase.

- **SCRIP TO GO:** SMS carries an inventory of a variety of cards and can fulfill orders immediately.
- **Special Scrip:** This is Scrip that St. Mary's does not carry in inventory. Orders are made on Mondays and will likely arrive to SMS on Wednesdays.
- **eScrip:** Available to use instantly through your mobile device or home computer when using a PrestoPay account (see instructions on how to set up a PrestoPay account below).
- **Reload Scrip:** This is a physical Scrip card that is purchased through the program that can be reloaded through your ShopWithScrip account reducing the need to carry and purchase multiple cards.

SMS FAMILY OBLIGATION

Every K-8 family has an obligation to earn \$300 in Scrip profit from June 1- May 31. So how is "Scrip profit" figured? When you are ordering Scrip, you will see a percentage listed with the business you are purchasing a gift card/certificate from. That percentage is the amount of "profit" and would go towards your balance. For example: if a store offered 10% and you purchase a \$100 gift card, \$10 would go towards your \$300 requirement.

Once you have reached your \$300 in Scrip profit, any additional profit from any purchases after that point are split 50-50 between SMS and your family. At the end of the year, you will receive a voucher that can be used towards one of the following: 1. Your tuition for the next school year, 2. The SMS Maintenance Fund, or 3. The SMS Scholarship Fund. **You cannot get cash back.**

If you do NOT meet your \$300 Scrip obligation, you will be billed at the end of the year for the remaining amount, and will need to write a check payable to St. Mary's School.

SIGN UP FOR ONLINE ORDERING

SHOP WITH SCRIP ACCOUNT (ONLINE ORDERING) SET UP:

NOTE: YOU DO NOT need to create an online account if you only purchase scrip through the SMS office. If you would like to purchase eScrip or place an order from home or work to pick up at a later time or send home with your child, you will need an online account. To get that set up, go to www.ShopWithScrip.com and create an account. You will need SMS's unique enrollment code (**contact the SMS office: 507-446-2300 OR email scrip@stmarys-owatonna.org**). Once you have set up your account, you are all set to start ordering scrip online.

PRESTO PAY ACCOUNT (PAYING ONLINE) SET UP:

If you would like to purchase eScrip (Scrip available anytime, anywhere) OR if you do not want to write a check to pay for your Scrip, you will need to set up a secured PrestoPay Account. To set up a PrestoPay account, follow the prompts on the www.ShopwithScrip.com site. Once you have linked your banking information, you will be ready to purchase eScrip immediately.

ORDERING ONLINE SCRIP & PAYMENT/PICK UP OPTIONS

To order Scrip online, log into your www.shopwithscrip.com account. Once you log in, click "SHOP" and you will see all the Scrip that is available for purchase. There are three options (tabs) when choosing the type of Scrip to purchase: physical cards, ScripNow ecard, and ReloadNow. Create a purchase order by adding the type of Scrip that you would like to your cart. **Please note: your order will not be filled until payment is received.**

Payment Options for Online Scrip:

- **If you pay by check:** Your order is filled once your payment is received in the SMS office and entered into the system. You can send a check in an envelope marked "Scrip" with your child. *Please write a note with your check if you plan to pick up your Scrip or if you would like it sent home with your child.*
- **If you pay through PrestoPay:** Your Scrip will be available for pickup in the school office. *If you would like your Scrip sent home with your child, you can send an email directly to scrip@stmarys-owatonna.org or lfisher@stmarys-owatonna.org.*

FREQUENTLY ASKED QUESTIONS

Q: Where can I get Scrip?

- You can go into the SMS office during business hours and use the computer by Connie's office. Follow the prompts, print the receipt, give the receipt to the front desk employee, and pay by check. If you purchased Scrip that SMS has in inventory, you will be able to pick-up at that time. If your Scrip purchase needs to be ordered, SMS can send home with your child or you can pick-up from the school office when it arrives.
- You also can purchase the local Scrip at the St. Joseph Church Office during business hours.

Q. How do I know my family's balance in meeting our obligation?

- Once you have your online account set up, it is easy to check your balance. Log into your ShopWithScrip account and click on "Order History". Your purchases and profit earned will show for the current Scrip year.

Q. Can my extended family purchase to assist our family in meeting our obligation?

- Yes, your extended family is welcome to purchase Scrip. If they purchase using the school office computer or using the paper form after masses, they can enter your name as the family who will benefit from the purchase. If they would like their own online ShopWithScrip account (and have their purchases benefit your family), please contact our Scrip Coordinator at scrip@stmarys-owatonna.org to get that authorized/set up.

Q. Who can I contact with questions?

- Our Scrip Coordinator is Hilary Pick: Email: scrip@stmarys-owatonna.org or Cell: 507-414-2433. The school office employees also may be able to answer your questions.